

INFORMATION TO OFFERORS OR QUOTERS <i>(Section A - Cover Sheet)</i>	1 SOLICITATION NO. N00174-01-R-0038	2. (X one) <input type="checkbox"/> a. SEALED BID <input checked="" type="checkbox"/> b. NEGOTIATED (RFP) <input type="checkbox"/> c. NEGOTIATED (RFQ)
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INSTRUCTIONS

NOTE THE AFFIRMATIVE ACTION REQUIREMENT OF THE EQUAL OPPORTUNITY CLAUSE WHICH MAY APPLY TO THE CONTRACT RESULTING FROM THIS SOLICITATION.

You are cautioned to note the "Certification of Non-Segregated Facilities" in the solicitation. Failure to agree to the certification will render your reply nonresponsive to of solicitation involving awards of contracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause.

"Fill-ins" are provided on the face and reverse of Standard Forms 18 and 33, or other solicitation documents and Sections of Table of Contents in this solicitation and be examined for applicability.

See the provision of this solicitation entitled either "Late Bids, Modification of Bids or Withdrawal of Bids" or "Late Proposals, Modifications of Proposals and Withdraw Proposals".

The envelope used in submitting your reply must be plainly marked with Solicitation Number, as shown above and the date and local time set forth for bid opening or proposals in the solicitation document.

If NO RESPONSE is to be submitted, detach this sheet from the solicitation, complete the information requested on reverse, fold, affix postage, and mail. NO ENVELOPE IS NECESSARY.

Replies must set forth full, accurate, and complete information as required by this solicitation (including attachments). The penalty for making false statements is prescribed in 18 U.S.C. 1001.

3. ISSUING OFFICE (Complete mailing address, including Zip Code)	Supply Department Indian Head Div, NAVSURFWARCEN 101 Strauss Avenue Indian Head, Md. 20640
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4. ITEM TO BE PURCHASED (Brief description)
Engineering and Technical Support Services

5. PROCUREMENT INFORMATION (X and complete as applicable)

<input checked="" type="checkbox"/>	a. THIS PROCUREMENT IS UNRESTRICTED			
<input type="checkbox"/>	b. THIS PROCUREMENT IS A 100% SET-ASIDE FOR ONE OF THE FOLLOWING (X one). (See Section 1 of the Table of Contents in this solicitation for details of the set-aside.)			
<input type="checkbox"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border: 1px solid black; text-align: center;">(1) Small Business</td> <td style="width: 33%; border: 1px solid black; text-align: center;">(2) Labor Surplus Area Concern</td> <td style="width: 33%; border: 1px solid black; text-align: center;">(3) Combined Small Business/ Labor Area Concern</td> </tr> </table>	(1) Small Business	(2) Labor Surplus Area Concern	(3) Combined Small Business/ Labor Area Concern
(1) Small Business	(2) Labor Surplus Area Concern	(3) Combined Small Business/ Labor Area Concern		

6. ADDITIONAL INFORMATION:

Previous History

This was a multiple award with award being made to the following two contractors:

Contract Number: N00174-98-D-0004; Contractor: AOT Maryland, this contract had a base year with four (4) 1 year options, the total ceiling amount was for \$65,520,094.00. Award date was 1 December 1997

Contract Number: N00174-98-D-0005; Contractor: VSE Corporation, this contract had a base year with four (4) 1 year options, the total ceiling amount was for \$68,767,854.00. Award date was 1 December 1997

FOR INFORMATION ON THIS PROCUREMENT WRITE OR CALL

7 NAME AND ADDRESS DONNA M. CHANEY, CODE 1142B ADDRESS SAME AS BLOCK 3	TELEPHONE (Area Code, No. & Ext.) (301) 744-6656 Fax: (301) 744-6547	NO COLLECT CALLS
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8. REASONS FOR NO RESPONSE (X all that apply)			
<input type="checkbox"/>	a. CANNOT COMPLY WITH SPECIFICATIONS	<input type="checkbox"/>	b. CANNOT MEET DELIVERY REQUIREMENT
<input type="checkbox"/>	c. UNABLE TO IDENTIFY THE ITEM (s)	<input type="checkbox"/>	d. DO NOT REGULARLY MANUFACTURE OR SELL
<input type="checkbox"/>	OTHER (Specify) _____ THE TYPE OF ITEMS INVOLVED _____		
9. MAILING LIST INFORMATION (X ONE)			
<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
WE DESIRE TO BE RETAINED ON THE MAILING LIST FOR FUTURE PROCUREMENTS OF THE TYPE OF ITEM (s) INVOLVED _____			
10. RESPONDING FIRM			
a. COMPANY NAME		b. ADDRESS (Including Zip Code)	
c. ACTION OFFICER			
(1) Typed or Printed Name (Last, First, Middle Initial)		(2) Title	(3) Signature
			(4) Date Signed (YYMMDD)

DD FORM 1707 REVERSE, MAR 90

FOLD

AFFIX
STAMP
HERE

FROM:

SOLICITATION NUMBER	
DATE (YYMMDD)	LOCAL TIME

TO: SUPPLY DEPARTMENT
INDIAN HEAD DIVISION, NSWC
101 STRAUS AVENUE
INDIAN HEAD, MARYLAND 20640
CODE:

FOLD

SOLICITATION, OFFER AND AWARD			1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		RATING	PAGE OF PAGES 1 68	
2. CONTRACT NO.		3. SOLICITATION NO. N00174-01-R-0038		4. TYPE OF SOLICITATION [] SEALED BID (IFB) [X] NEGOTIATED (RFP)	5. DATE ISSUED 08 Jun 2001	6. REQUISITION/PURCHASE NO.	
7. ISSUED BY NAVSEA INDIAN HEAD 101 STRAUSS AVE. ATTN: DONNA CHANEY CHANEYDM@IH.NAVY.MIL			CODE N00174	8. ADDRESS OFFER TO (If other than Item 7) CODE			
			See Item 7				
INDIAN HEAD, MD 20640-5035							
NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder"							
SOLICITATION							
9. Sealed offers in original and <u>2</u> copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in <u>SUPPLY DEPT. BLDG. 1558.</u> until <u>15 00</u> local time <u>09 Jul 2001</u> (Hour) (Date)							
CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.							
10. FOR INFORMATION CALL:		A. NAME DONNA CHANEY		B. TELEPHONE (Include area code)(NO COLLECT CALLS) 301/744-6656		C. E-MAIL ADDRESS chaneydm@ih.navy.mil	
11. TABLE OF CONTENTS							
(X)	SEC.	DESCRIPTION		PAGE(S)	(X)	SEC.	DESCRIPTION
PART I - THE SCHEDULE					PART II - CONTRACT CLAUSES		
X	A	SOLICITATION/ CONTRACT FORM		1	X	I	CONTRACT CLAUSES
X	B	SUPPLIES OR SERVICES AND PRICES/ COSTS		2	PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS		
X	C	DESCRIPTION/ SPECS./ WORK STATEMENT		7	X	J	LIST OF ATTACHMENTS
X	D	PACKAGING AND MARKING		23	PART IV - REPRESENTATIONS AND INSTRUCTIONS		
X	E	INSPECTION AND ACCEPTANCE		24	X	K	REPRESENTATIONS, CERTIFICATIONS AND
X	F	DELIVERIES OR PERFORMANCE		25			OTHER STATEMENTS OF OFFERORS
X	G	CONTRACT ADMINISTRATION DATA		27	X	L	INSTRS., CONDS., AND NOTICES TO OFFERORS
X	H	SPECIAL CONTRACT REQUIREMENTS		31	X	M	EVALUATION FACTORS FOR AWARD
OFFER (Must be fully completed by offeror)							
NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.							
12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.							
13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8)							
14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):				AMENDMENT NO.		DATE	
15A. NAME AND ADDRESS OF OFFEROR		CODE	FACILITY		16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)		
15B. TELEPHONE NO (Include area code)		15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE. <input type="checkbox"/>		17. SIGNATURE		18. OFFER DATE	
AWARD (To be completed by Government)							
19. ACCEPTED AS TO ITEMS NUMBERED		20. AMOUNT		21. ACCOUNTING AND APPROPRIATION			
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c)() <input type="checkbox"/> 41 U.S.C. 253(c)()				23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)		ITEM	
24. ADMINISTERED BY (If other than Item 7)		CODE	25. PAYMENT WILL BE MADE BY		CODE		
26. NAME OF CONTRACTING OFFICER (Type or print)				27. UNITED STATES OF AMERICA (Signature of Contracting Officer)		28. AWARD DATE	

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.

SECTION B Supplies or Services and Prices

ITEM	SUPPLIES/SERVICES	QTY	UNIT	AMOUNT
0001	Base Year (Date of award through 365 days thereafter) The contractor shall provide engineering and technical support Services to include labor, ODC's (Associates/Consultants, Supplies/Materials, and Travel/Per Diem) for Tasks 0101 Through 0112 in accordance with the description and Specifications set forth in Section C of the solicitation/contract. (The government estimated amount for other direct costs is \$1,549,500.00. Offerors shall specify and clearly show in their cost detail any applicable burdens, i.e., G&A and/or fee they intend to add to this amount. The total burdened amount shall be included in the total price of Item 0001).	1	LO	\$
0002	Small Business Subcontracting Goal (Applies to large businesses only; amount specified should be commensurate with goals outlined in offeror's Small Business Subcontracting Plan)	1	LO	\$
0003	Data IAW DD Form 1423, Contract Data Requirements List	1	LO	NSP*

TOTAL COST	\$ _____
TOTAL FIXED FEE	\$ _____
TOTAL COST PLUS FIXED FEE	\$ _____

ITEM	SUPPLIES/SERVICES	QTY	UNIT	AMOUNT
0004	Option I (Date option exercised through 365 days thereafter) The contractor shall provide engineering and technical support Services to include labor, ODC's (Associates/Consultants, Supplies/Materials, and Travel/Per Diem) for Tasks 0101 Through 0112 in accordance with the description and Specifications set forth in Section C of the solicitation/contract. (The government estimated amount for other direct costs is \$1,549,500.00. Offerors shall specify and clearly show in their cost detail any applicable burdens, i.e., G&A and/or fee they intend to add to this amount. The total burdened amount shall be included in the total price of Item 0004).	1	LO	\$
0005	Small Business Subcontracting Goal (Applies to large businesses only; amount specified should be commensurate with goals outlined in offeror's Small Business Subcontracting Plan)	1	LO	\$
0006	Data IAW DD Form 1423, Contract Data Requirements List	1	LO	NSP*

TOTAL COST	\$ _____
TOTAL FIXED FEE	\$ _____
TOTAL COST PLUS FIXED FEE	\$ _____

0007	Option II (Date option exercised through 365 days thereafter)	1	LO	\$
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The contractor shall provide engineering and technical support Services to include labor, ODC's (Associates/Consultants, Supplies/Materials, and Travel/Per Diem) for Tasks 0101 Through 0112 in accordance with the description and Specifications set forth in Section C of the solicitation/contract. (The government estimated amount for other direct costs is \$1,549,500.00. Offerors shall specify and clearly show in their cost detail any applicable burdens, i.e., G&A and/or fee they intend to add to this amount. The total burdened amount shall be included in the total price of Item 0007).

0008	Small Business Subcontracting Goal (Applies to large businesses only; amount specified should be commensurate with goals outlined in offeror's Small Business Subcontracting Plan)	1	LO	\$
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0009	Data IAW DD Form 1423, Contract Data Requirements List	1	LO	NSP*
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TOTAL COST	\$ _____
TOTAL FIXED FEE	\$ _____
TOTAL COST PLUS FIXED FEE	\$ _____

0010	Option III (Date option exercised through 365 days thereafter)	1	LO	\$
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The contractor shall provide engineering and technical support Services to include labor, ODC's (Associates/Consultants, Supplies/Materials, and Travel/Per Diem) for Tasks 0101 Through 0112 in accordance with the description and Specifications set forth in Section C of the solicitation/contract. (The government estimated amount for other direct costs is \$1,549,500.00. Offerors shall specify and clearly show in their cost detail any applicable burdens, i.e., G&A and/or fee they intend to add to this amount. The total burdened amount shall be included in the total price of Item 0010).

0011	Small Business Subcontracting Goal (Applies to large businesses only; amount specified should be commensurate with goals outlined in offeror's Small Business Subcontracting Plan)	1	LO	\$
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0012	Data IAW DD Form 1423, Contract Data Requirements List	1	LO	NSP*
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TOTAL COST	\$ _____
TOTAL FIXED FEE	\$ _____
TOTAL COST PLUS FIXED FEE	\$ _____

0013	Option IV (Date option exercised through 365 days thereafter)	1	LO	\$
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The contractor shall provide engineering and technical support Services to include labor, ODC's (Associates/Consultants, Supplies/Materials, and Travel/Per Diem) for Tasks 0101 Through 0112 in accordance with the description and Specifications set forth in Section C of the solicitation/contract. (The government estimated amount for other direct costs is \$1,549,500.00. Offerors shall specify and clearly show in their cost detail any applicable burdens, i.e., G&A and/or fee they intend to add to this amount. The total burdened amount shall be included in the total price of Item 0013).

0014	Small Business Subcontracting Goal (Applies to large businesses only; amount specified should be commensurate with goals outlined in offeror's Small Business Subcontracting Plan)	1	LO	\$
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0015	Data IAW DD Form 1423, Contract Data Requirements List	1	LO	NSP*
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TOTAL COST	\$ _____
TOTAL FIXED FEE	\$ _____
TOTAL COST PLUS FIXED FEE	\$ _____

*NSP = Not Separately Priced – Included in the price of Items indicated

NOTE:

1. Definition of Contractor – The term "contractor" as used in this solicitation is defined to include the prime contractor and subcontractors with whom the prime contractor has entered into firm commitments prior to award.

2. Definition of Associate/Consultant - For the purpose of this contract associate/consultant is defined as an expert/specialist person/persons whose expertise is required to assist/support the contractor's own team in the performance of a task order. These specialized associates/consultants subcontract services shall be incidental to the contractor's performance. In accordance with FAR 52.244-3 and other provisions that may be set forth herein, written approval of an associate/consultant subcontract proposed with respect to performance of a task order requirement under this contract shall be obtained from the contracting/ordering officer prior to use of these subcontract services. Associates/consultants need not be identified upon submission of offeror's original proposal upon which award shall be based but, if applicable, shall be identified in proposals submitted in response to task order tasks issued under this contract.

3. Guaranteed Minimum - The guaranteed minimum amount shall be \$100,000.00 applicable to the base year only.

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FEE, COST PLUS FIXED FEE INDEFINITE QUANTITY TYPE CONTRACTS (NAVSEA/IHD) (FEB 2000)

The percentage of fee applicable to delivery orders will be the same as the fee established in the basic contract.

PAYMENTS OF FEE(S) (LEVEL OF EFFORT) (NAVSEA) (MAY 1993)

(a) For purposes of this contract, "fee" means "target fee" in cost-plus-incentive-fee type contracts, "base fee" in cost-plus-award-fee type contracts, or "fixed fee" in cost-plus-fixed-fee type contracts for level of effort type contracts.

(b) The Government shall make payments to the Contractor, subject to and in accordance with the clause in this contract entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE", (FAR 52.216-10), as applicable. Such payments shall be equal to _ percent (C%) of the allowable cost of each invoice submitted by and payable to the Contractor pursuant to the clause of this contract entitled "ALLOWABLE COST AND PAYMENT" (FAR 52.216-7), subject to the withholding terms and conditions of the "FIXED FEE" or "INCENTIVE FEE" clause, as applicable (percentage of fee is based on fee dollars divided by estimated cost dollars, including facilities capital cost of money). Total fee(s) paid to the Contractor shall not exceed the fee amount(s) set forth in this contract.

(c) The fee(s) specified in SECTION B, and payment thereof, is subject to adjustment pursuant to paragraph (g) of the special contract requirement entitled "LEVEL OF EFFORT." If the fee(s) is reduced and the reduced fee(s) is less than the sum of all fee payments made to the Contractor under this contract, the Contractor shall repay the excess amount to the Government. If the final adjusted fee exceeds all fee payments made to the contractor under this contract, the Contractor shall be paid the additional amount, subject to the availability of funds. In no event shall the Government be required to pay the Contractor any amount in excess of the funds obligated under this contract at the time of the discontinuance of work.

(d) Fee(s) withheld pursuant to the terms and conditions of this contract shall not be paid until the contract has been modified to reduce the fee(s) in accordance with the "LEVEL OF EFFORT" special contract requirement, or until the Procuring Contracting Officer has advised the paying office in writing that no fee adjustment is required.

TRAVEL COSTS - ALTERNATE I (NAVSEA) (NOV 1996)

(a) Except as otherwise provided herein, the Contractor shall be reimbursed for its reasonable actual travel costs in accordance with FAR 31.205-46. The costs to be reimbursed shall be those costs accepted by the cognizant DCAA.

(b) Reimbursable travel costs include only that travel performed from the Contractor's facility to the worksite, in and around the worksite, and from the worksite to the Contractor's facility.

(c) The Contractor shall not be reimbursed for:

(i) relocation costs and travel costs incident to relocation as defined in FAR 31.205-35; and/or

(ii) the following daily local travel costs:

- travel at U.S. Military Installations where Government transportation is available,

- travel performed for personal convenience/errands, including commuting to and from work, and

- travel costs incurred in the replacement of personnel when such replacement is accomplished for the Contractor's or employee's convenience.

LIMITATION OF COST OR LIMITATION OF FUNDS LANGUAGE

The clause entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF FUNDS" (FAR 52.232-22), as appropriate, shall apply separately and independently to each separately identified estimated cost.

EXPEDITING CONTRACT CLOSEOUT (NAVSEA) (DEC 1995)

(a) As part of the negotiated fixed price or total estimated amount of this contract, both the Government and the Contractor have agreed to waive any entitlement that otherwise might accrue to either party in any residual dollar amount of \$500 or less at the time of final contract closeout. The term "residual dollar amount" shall include all money that would otherwise be owed to either party at the end of the contract, except that, amounts connected in any way with taxation, allegations of fraud and/or antitrust violations shall be excluded. For purposes of determining residual dollar amounts, offsets of money owed by one party against money that would otherwise be paid by that party may be considered to the extent permitted by law.

(b) This agreement to waive entitlement to residual dollar amounts has been considered by both parties. It is agreed that the administrative costs for either party associated with collecting such small dollar amounts could exceed the amount to be recovered.

SECTION C Descriptions and Specifications

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STATEMENT OF WORK

ENGINEERING AND TECHNICAL SUPPORT SERVICES

Naval Surface Warfare Center (NAVSURFWARCEN), Indian Head Division's mission is to ensure operational readiness of United States by providing full-spectrum technical capabilities necessary to rapidly move any "energetics" product from concept through production, to operational deployment. Our capabilities include: Research, Development, Testing and Engineering, Acquisition, Manufacturing Technology, Manufacturing, Industrial Base, Fleet, and operational support for Warheads, Explosives, Propellants, Pyrotechnics, Energetic Chemicals, Rocket/Missile and Gun Propulsion Systems, Missile Simulators, Trainers, Test and Diagnostic Equipment, Tri-Service Cartridge-Actuated Devices, Propellant-Actuated Devices, Aircrew Escape Propulsion Systems, and other ordnance products. Our capabilities provide technical expertise for special weapons, explosive safety, and ordnance environmental support.

To fully execute this mission, NAVSURFWARCEN, Indian Head Division must maintain the capabilities and facilities to effectively execute Navy/Marine Corps, Army, Air Force and other federal agency program thrusts involving ordnance, energetic materials and related hardware and software. NAVSURFWARCEN, Indian Head Division efforts are typically in support of Department of Defense (DoD) surface, air and underwater weapons systems such as Standard Missile, Tomahawk, NATO SeaSparrow, Enhanced SeaSparrow, Navy Large Caliber Guns, Sidewinder, Hellfire, HARM, AMRAAM, Harpoon, HYDRA 70, Zuni, MK 48 Torpedo, Mine Countermeasure Systems, Army and Marine Corps conventional ammunition and follow-on systems, but can be related to other military and non-military program thrusts. Contractor support is required to develop, establish and maintain these capabilities which serve, not only NAVSURFWARCEN, Indian Head Division and its tenant activities, but also the DOD and other federal agencies. Key applicable documentation is listed in Appendix A.

The contractor shall support NAVSURFWARCEN, Indian Head Division with its mission by providing scientific and engineering related data and services to the Navy, DOD and other federal agencies. The contractor shall provide Scientific and Engineering services in the following areas:

- Task 0101 – Systems Engineering and Technical Support
- Task 0102 – Process Engineering and Technical Development
- Task 0103 – Explosives System Safety Engineering Support
- Task 0104 – Reengineering Support
- Task 0105 – In-Service Engineering Support
- Task 0106 – Modeling and Simulation Support
- Task 0107 – Knowledge Engineering
- Task 0108 – Logistics Management Support
- Task 0119 – Test and Evaluation Engineering Support
- Task 0110 – Software Engineering Support
- Task 0111 – Technical Data Support
- Task 0112 – Program/Project Management

The contractor shall establish and maintain a Quality Control Program for all deliverables generated under this contract, which will ensure quality and consistent products. The contractor shall provide semi-annual, in-process reviews throughout the period of performance.

The contractor personnel must comply with NAVSURFWARCEN, Indian Head's Personnel Certification requirements when performing support work in areas requiring personnel be certified.

TASK 0101 Systems Engineering and Technical Support

The contractor shall be required to support the conduct of detailed engineering studies and the development of plans and related documentation for Navy/Joint programs/systems as defined in the general section. These studies and plans could relate to such areas as requirements, threats, system architectures, system engineering, system/component selection and tradeoffs, potential new systems or technology, performance tradeoffs, costs, operational tradeoffs, system interface/interoperability, design tradeoffs, test and evaluation, and program management/acquisition. Typical documentation required or products produced could be: Program Management Plans, Acquisition Strategies, System Engineering Plans (for both individual systems and systems of systems), Operational Requirements Documents, Concept of Operations (CONOPS), Test and Evaluation Master Plans (TEMPS), System/Force Level Integration Plans, and Test/Exercise Plans.

Task 0102 Process Engineering and Technical Development

The contractor shall provide on-site engineering and technical support for the purpose of assisting in the developing and characterizing new and/or improved energetic manufacturing processes that support NAVSURFWARCEN, Indian Head Division's mission as defined in the general section. Historically these tasks have included collecting process data, evaluating process performance and safety, improving process results, and resolving processing problems.

Explosive process safety – assist in conducting hazards analyses IAW MIL STD 882; develop test methodologies and analyze data to determine safety margins; provide expertise to assist in conducting analysis of applicable explosive safety requirements and resolve unique critical, operational explosive safety issues; provide expert review and analysis of government generated operating procedures and data

Occupational safety and health (OSH) – assist in conducting analyses of federal, state, and agency OSH standards and regulations associated with processes; provide expertise for ergonomics engineering for processes; develop technology based solutions to resolve issues

Process cost analysis – assist in conducting process “should cost” analyses; provide process flow simulations that highlight and document cost drivers for processes and provide comparative cost analyses when multiple courses of action are possible; develop methodologies that enable collection and analysis of cost information for processes

Process quality engineering and evaluation – support review and analysis of data to aid in failure investigations and anomalous process results; provide expertise to support determination of process capability and to establish SPC methodologies; provide expertise for the development of experimental methodologies for process analysis.

Process tooling and equipment engineering – support engineering and design of process tooling and equipment; support conduct of engineering analyses on tooling and equipment designs to determine potential failure modes and suitability for intended application; provide engineering expertise in process control and automation; provide specialized, non-commercially available, prototype tooling and equipment

Processing Support – provide on-site engineering and technical support to processes for the purpose of collecting process data, evaluating process performance and safety, improving process results and resolving processing problems.

Task 0103 Explosive System Safety Engineering Support

The contractor shall support NAVSURFWARCEN, Indian Head Division's mission as defined in the general section via the provision of explosive system safety engineering and technical support. Historically these tasks have included support in the following areas:

Hazards of Electromagnetic Radiation to Ordnance (HERO) – The contractor shall provide qualified personnel to support the HERO program. Tasks may include assisting in conducting weapons systems analyses, drafting plans of action or proposed engineering recommendation/ approval for HERO safety certification, maintaining and distributing copies of approved paperwork, providing technical support to develop/update HERO program schedules, coordinate test assignments, collecting, collating and disseminating program information relative to safety issues. The contractor shall maintain a technical database, which facilitates tracking of all HERO tests, analysis and surveys for easy access by management. Additionally the contractor shall create technical presentations for training or information.

Weapon System Explosives Safety Review Board (WSESRB) Support – The contractor shall provide engineering services and support for in-depth review and analyses of technical data packages provided for WSESRB review. The contractor shall assist the WSESRB in interpreting current Navy explosive safety policy, determining whether required safety tests have been conducted, and evaluating the program to determine if areas such as environmental compliance of demilitarization and disposal, explosive ordnance disposal, training, maintenance and other efforts are being considered. The contractor shall not be responsible for developing environmental policy. The contractor shall provide personnel to participate in the WSESRB review as a subject matter expert and to provide administrative support to the WSESRB for purposes of preparing executive summaries and recording the proceedings and final recommendations of the Board

Shore Site Facility Review – The contractor shall assist in review of and provide administrative support for engineering plans for new construction or modifications to existing shore facilities to ensure compliance with the technical criteria in DoD STD 6055.9 and OP 5 Vol. 1.

Operational Safety – The contractor shall assist in development and documentation of standard operating procedures based on risk analysis, Navy safety requirements, and environmental laws for hazardous processes involving lasers, ionizing radiation, explosives, etc. The contractor shall not be required to assist in the application for environmental permits, assessments, licenses, etc.

Transportation Safety – The contractor shall assist in providing technical support to ensure that all Navy ordnance configurations are in compliance with Title 49 CFR PARTS 100-178 requirements with respect to item hazard classification, packaging, marking and labeling. In addition, the contractor shall ensure ILS plans comply with DoD MILSTRIP/MILSTAP policy and procedures for effective and efficient inventory control, item issue and item receipt – DoD 4000.25-1-M applies.

Task 0104 Reengineering Support

The contractor shall provide engineering and technical services to assist NAVSURFWARCEN, Indian Head Division in improving processes, both physical and electronic-based (virtual), that enable the organization to perform its mission as defined in the general section. These functions/processes may involve procurement, resupply, logistics, engineering, production and test functions.

The contractor shall provide engineering support to assist in the formation of a re-engineering team, including the formation of team structure, development of project charter, creation and maintenance of Plan of Action & Milestones (POA&M), and establishment of meeting schedule and rules. Facilitate team meetings, and draft meeting minutes of discussions held. Prepare and distribute meeting materials as required.

Assist in conducting research necessary to document processes that are under study for potential reengineering, including surveys, data analysis, interviews, or site visits as required.

Assist in conducting re-engineering research on best practices in Government and industry with regard to mission support processes. Assist in identification and analysis of key regulations that impact mission support processes.

Assist in identifying candidates for benchmarking, and support benchmarking research and/or site visits to determine applicability of other successes to the mission support requirement

Assist in performance of trade-off analyses and system modeling to determine recommended enhancements. Document detailed procedures associated with recommended enhancements, for review by the re-engineering team and any advisory groups and/or executive committees.

Assist in development of comprehensive documentation and analysis of prototype and full-scale implementation of reengineered processes for assessment by reengineering team, advisory group and executive committee. Develop detailed Concept of Operations (CONOPS)/Implementation Plan for full-scale implementation of the improved processes.

Assist in monitoring performance metrics under full-scale implementation of the reengineered process, and based on advances in logistics concepts, processes, and technologies, support the continuous improvement of fleet support processes.

TASK 0105 In-Service Engineering Support

The contractor shall provide engineering and technical services in support of In-Service Engineering program efforts related to NAVSURFWARCEN, Indian Head Division's mission as defined in the general section.

Historically, this support includes the follow areas: ordnance product development, qualifications, quality evaluations, fleet inventory tracking, fleet mishap and failure investigations, and product improvement programs.

The contractor shall support analysis of operational and maintenance performance data to determine design defects detracting from the equipment or system's capability to perform its intended operational requirements and to meet its maintainability and reliability requirements; recommend corrections or improvements for translation into detailed engineering changes; and with Program Manager concurrence, develop engineering changes and/or alterations to provide required improvements and to correct in-service deficiencies, improve logistic support and produce life cycle cost savings; review engineering changes and/or alterations for their impact on performance, reliability, maintainability, availability, logistic support, safety and life cycle cost.

Provide support for shipboard proofing of equipment alterations for evaluation of engineering design and logistic support items; plan, develop and conduct Fleet test programs; maintain test procedures; as tasked, provide support for INSURV trials; provide integrated, non-redundant, Planned Maintenance System (PMS) format test packages to determine equipment/system condition of material readiness during the operational life cycle.

Provide engineering assistance to the fleet by conducting on-site engineering investigations to evaluate reliability, maintainability, performance availability and logistics support of the combat system/equipment; when requested by the Fleet Technical Support Centers (FTSC's), provide consultant engineering services and assistance for corrections beyond the skill and resources capability of the fleet and FTSC's; provide for support and coordination of the installation and evaluation of specific alterations/changes to shipboard equipment/systems, including tests and procedures to be employed.

The contractor shall provide engineering, scientific and technical services as necessary to assist in performing required Quality Evaluation (QE) engineering support and analyses. Typical support tasks include: identifying opportunities for new QE initiatives, assisting in conducting reviews of DoD and Navy policies, instructions, standards, etc., assisting in the development and revision of current policies and procedures that control the NAVSEA QE program, assisting in the development and implementation of management initiatives to ensure the efficient execution of the QE program, assist in detailed reviews of new or proposed weapons and ordnance systems to ensure the appropriate QE plans are implemented, and shall assist in the conduct of QE training symposiums, course development, inspections and other technical analyses of specific weapons/ordnance QE efforts.

Support establishment and maintenance of an effective and standardized configuration management program which will ensure control of the hardware, technical documentation and computer program configuration baselines; provide support to cognizant Change Control Board (CCB) to review engineering changes and make recommendations for approval or disapproval; provide best source data for establishing and updating configuration files.

The contractor will assist in preparation of analytical reports on ordnance items used in weapon and aircraft systems. Support will be required for both on-site and off-site operations. The off-site support is not limited to the local area, as some testing may require out of area travel. The off-site support may be required in support of fleet or contractor tests, operations, and in the introduction of new/improved ordnance items.

The contractor will provide support as required for expediting urgent Fleet requirements concerning ordnance issues associated with product improvement efforts assigned to NAVSURFWARCEN, Indian Head Division

Task 0106 Modeling and Simulation Support

NAVSURFWARCEN, Indian Head Division requires modeling and simulation support to execute its mission as defined in the general section. Areas or types of modeling and simulation support could include: programming support for the design, modification and/or conversion of simulations or models; execution support including console operations, scenario development, regression test development, exercise participation, force structure modeling, data/output analyses. Typical models/simulations used could be: the Multi-warfare Analysis and Research System (MARS), Tactical Situation Display (TSD), the Fleet AAW Model for Comparison of Tactical Systems (FACTS), the Extended Air Defense Test Bed (EADTB), the Kinematic Interceptor Model (KIM), the Extended Air Defense Simulation (EADSIM) and the System Effectiveness Simulation (SESIM). Support shall include pre-and post-processors and will require the use of high level simulation languages such as MODSIM, PASCAL, object oriented languages such as C++, rule set languages for System Specific Representations (SSR's), and graphical software development tools such as SimDraw and Open Inventor or Silicon Graphics Incorporated (SGI) workstations. Analysis of system performance may require the development of special software routines typically in either FORTRAN, C, C++, MATHCAD, EXCEL or MATLAB. The contractor shall support the Modeling and Simulation Focus Center in the areas of programming/analysis, administration, configuration management, and user assistance.

Task 0107 Knowledge Engineering

Knowledge Engineering is the technique applied by engineers to build intelligent systems: expert systems, knowledge-based systems, knowledge-based decision support systems, expert database systems, etc. primarily for the purpose of training. The contractor shall provide engineering and technical assistance in the area of knowledge engineering as it relates to execution of NAVSURFWARCEN, Indian Head Division's mission as defined in the general section.

Studies and Analysis – The contractor shall support detailed studies, analyses, and recommendation development encompassing Knowledge Engineering programs, products and services, including requirements definition system architecture, determination system component selection and tradeoff studies, system engineering, new technology insertion, performance tradeoffs, system interface and interoperability, design/development tradeoffs, test and evaluation, and overall program definition and acquisition strategy development.

Cost and Affordability Analyses – The contractor shall support cost and affordability analysis and studies, including Life Cycle Cost estimating, historical cost data collection, cost performance tradeoffs, development and application cost modeling, and cost risk assessment for Job Performance Tools (JPT) and Life Long Learning (LLL) initiatives.

Task 0108 LOGISTICS MANAGEMENT SUPPORT

LOGISTICS MANAGEMENT – This includes ILS Management, Maintenance, Supply Support, Technical Design Interface, Training, Facilities, Computer Resources, Support and Test Equipment, Packaging, Handling, Storage and Transportation, Technical Data and Manpower and Personnel). Support tasks may include the following:

Analyze and recommend logistics element processes (e.g. configuration management process, support and sparring process)

Provide support to Ordnance Identification and Surveillance across all services. Specific tasks include:

Training Plans

Site Visits and Analyses

Business Process Analyses

Manpower and Personnel Planning

Integration

Support conduct of ILS risk assessments

Support development of logistics support plans and planning documentation (e.g. the ILS portions of the Master Acquisition Program Plan (MAPP), the ILS portion of the Mission Needs Statements (MNS), the ILS portion of the operational Requirements Document (ORD), ILS portion of the Test and Evaluation Master Plan (TEMP), Supply Support Plan (SSP), Commercial Off the Shelf (COTS) Management Plan, Technology Insertion Plan etc.).

Support develop of Integrated Logistics Support (ILS) Schedules and track ILS performance

Recommend and/or validate requirements to acquire, catalog, receive, store, transfer, issue and dispose of spares, repair parts and consumable items.

Provide recommendations on the attributes and alternatives for all types of support equipment (e.g. power requirements, support system engineering, reliability, maintainability, environmental, affordability, automated test equipment)

Task 0109 Test and Evaluation Engineering Support

The contractor shall provide engineering and technical support in the area of test and evaluation as it supports execution of NAVSURFWARREN, Indian Head Division's mission as defined in the general section. Historically, these tasks have included support in the following areas:

Consultation/training support – provide nondestructive testing expertise to support and train in the development and implementation of new or modified nondestructive testing techniques and systems. These techniques and systems will be oriented toward evaluation of various DOD ordnance, weapon systems and energetics. Tasking can include assistance in the development of concepts for new Non-Destructive Test (NDT) inspection techniques. Conduct computer analysis/programming and laboratory experiments to demonstrate proof of principle. Write reports and develop marketing material.

Technique Development Support – provide nondestructive testing expertise to support the development of new nondestructive testing techniques used for evaluation of DOD ordnance, weapon systems and energetics. Assist in writing of proposals and development concepts for new NDT inspection techniques. Conduct computer analysis and laboratory experiments to demonstrate proof of principle. Write reports and develop marketing material. Provide assistance in marketing new NDT techniques to potential DOD customers.

Nondestructive Test System Development Support – provide nondestructive testing expertise to support development of new nondestructive test inspection systems. Develop conceptual design for inspection systems. Assist in developing system design requirements. Support system checkout, calibration and certification. Provide support during system implementation and personnel training and testing as required.

NDT System Engineering Support – provide engineering support for the design and implementation of new NDT inspection systems. Support the design and assembly of breadboard and prototype nondestructive test inspection systems.

NDT Computer Programming Support – provide computer programming support for the control and integration of nondestructive test inspection systems and their sub-components. Assist in development of software programs, including provision of source code, for conduct image processing, automatic defect recognition and display of NDT

images. Provide computer programming support for the setup and operation of breadboard and prototype nondestructive test inspection systems.

NDT Processing Support – provide engineering and technical support for testing of ordnance items and related hardware, interpretation of resulting data and preparation of reports as related to execution of NAVSURFWARCEN, Indian Heads mission as defined in the general section.

Task 0110 Software Engineering Support

The contractor shall be required to provide software engineering support in all phases of computer program development including requirements analysis, design, code, test and integration, re-use, implementation, maintenance, life-cycle support for computer programs associated with NAVSURFWPNCEN, Indian Head Division's mission as defined in the general section. Tasking could apply to new developments, modifications to existing computer programs, and re-hosting of existing programs. The contractor may be tasked to support research of new or modified techniques for computer program development, translate these techniques into specifications for automated tool development and to support development of the automated tools. The contractor may be tasked with supporting the conduct of life-cycle support and Independent Verification and Validation (IV&V) on computer programs and for WEB applications associated material. The contractor shall provide software engineering support in all phases of modeling and simulation development, including analysis, design, test and evaluation, re-usable content architecture, implementation, maintenance, life-cycle support, and IV & V for knowledge engineering tools and services.

The contractor shall be required to generate the necessary program documentation such as: Computer Program Requirement Specifications; Computer Program Design Documents; Test Plans and Procedures; and Operator's Manuals. The contractor shall perform data analysis to support problem isolation, resolution and verification of test results. The contractor must demonstrate to the government that delivered program meet the requirements, are properly documented and are fully operational. Typical programming languages utilized could be: CMS-2 assembly and High level, Ada, C, C++, FORTRAN, and Pascal. The contractor must be knowledgeable in SEI's Software Capability Maturity Model and must institute an internal program, which supports continuous software process improvement.

Task 0111 Technical Data Support

NAVSURFWARCEN, Indian Head Division requires engineering and technical support for creation, conversion and maintenance of technical data associated with documentation of mission related products as defined in the general section.

The contractor shall support modeling and development of drawings for parts and assemblies using Pro/Engineer parametric 3-D solid modeling Computer Aided Design software in accordance with "3 Dimensional Technical Data Package Configuration Management & Modeling Standards." NAVSURFWARCEN Indian Head Division personnel shall check the contractor produced models and drawings for format and content. Any discrepancies found in the models or drawings shall be corrected by the contractor of the model or drawing before final submittal of the data.

The contractor shall provide engineering support services to convert technical drawings from 2-Dimensional (2-D) line drawing format to a 3-Dimensional (3-D) solid model format with associated, parametric 2-D drawings. This conversion will be performed using parametric 3-D solid modeling Computer Aided Design software that is compatible with specified NAVSURFWARCEN, Indian Head Division software, which is currently ProENGINEER and AUTOCAD. All parts, assemblies, and drawings, including any outstanding Engineering Change Proposals, will be converted from 2-D to 3-D solid model format.

The contractor shall assist in maintaining current, all technical data that define operational equipment/systems baselines to reflect approved engineering changes, including implementing their effects on technical manuals and preventive and corrective maintenance documentation; maintain current, all technical data that require changes and

revisions; analyze the impact of engineering changes on all technical documentation; execute and maintain analysis programs that quantify the impact of proposed and implemented combat systems equipment and logistic support changes.

The contractor shall use their own Pro/Engineer and/or AUTOCAD licenses and workstations for this effort, but some tasks may require that certain aspects of the conversions be done on Government owned workstations.

TASK 0112 Program/Project Management Support

The contractor shall provide engineering and technical services to support execution of program/project management functions related to execution of NAVSURFWARCEN, Indian Head Division's mission as defined in the general section. This task is uniquely provided for the purpose of supporting the above-cited engineering and technical tasks. No stand-alone requirement will be issued against this task.

The contractor shall provide engineering, scientific, technical, and administrative services at program/project meetings and provide assistance at technical interchange meetings with both current and potential DoD sponsors. The contractor shall support preparation and delivery of technical presentation material, briefing material, public relations packages, communication tools, point papers, information status reports, technical reviews/reports and maintenance of configuration information and planning/operational aids such as schedule or milestone charts (using various applications such as Microsoft Word, Corel WordPerfect, PowerPoint, CorelDraw, Microsoft Project, Standform Graphics) in various forms such as hardcopy (black and white and color), viewgraphs, 35mm slides, video tapes and electronic formats. The contractor shall attend program/technical meetings such as progress reviews, preliminary design reviews, critical design reviews and record/ distribute meeting minutes and action items. Contractor meeting spaces(s) may be required for the purpose of meetings.

FACILITIES:

The Program Manager for the contractor and appropriate contractor administrative/support personnel are required to be able to meet with IHDIVNAVSURFWARCEN personnel within 60 minutes of being notified of a need for said meeting by IHDIVNAVSURFWARCEN. It is NOT required that the actual performance of the work be at the IHDIVNAVSURFWARCEN. However, the contractor shall adhere to the delivery requirements of each delivery order.

The Contracting Officer may at his or her sole discretion, direct the contractor to perform work at the Indian Head Division, NAVSURFWARCEN, or any other location specified. The contractor may request the permission of the Contracting Officer to perform specific work elsewhere, or to subcontract a portion of the work; however, all such requests may be approved or disapproved at the sole discretion of the Contracting Officer.

Facilities are required to have SECRET security clearance and controlled access work areas as specified in the DD 254 for attached herein

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APPENDIX A

The requested engineering and technical support covers the full spectrum of ordnance cradle-to-grave life-cycle, i.e., design, development, manufacture, test and evaluation, packaging, issuing, storing, renovation, demilitarization, segregation, transportation, and use. Applicable documentation is, but is not limited to:

DoD 4000.25-1-M
DoD 4160.21-M
DoD 4500.9R, PART II
DoDD-5000.1
DoD 5000.2-R
DoD 6055.9-STD
DoD Directive 500.39
DoD-STD-2101
MIL-STD-882D
MIL-STD 648C
OPNAVINST 5100.23E
OPNAV 5090.1B
NAVSEA OP 5
NAVFAC P-80
29 CFR PART 1910
40 CFR PARTS 260-266
49 CFR PARTS 100-178
49 CFR PARTS 350-399

PERSONNEL QUALIFICATIONS

The contractor is required to provide personnel having the following levels of professional and technical experience. These qualifications are only a baseline; contractors should strive for technical excellence in personnel by demonstrating experience and qualification beyond these qualifications.

The specialized experience included as part of the required qualifications shall have been obtained in the fields of endeavor indicated by the applicable labor categories listed below. Unless stated otherwise in the individual labor category, experience must also be within the last five years.

The contractor shall be responsible for employing appropriate professionally and technically qualified personnel to perform the tasks outlined herein. All key personnel proposed for each labor category below shall have or be capable of obtaining a security clearance rating of SECRET. The contractor shall have the qualified personnel, organization, and administrative control necessary to ensure the qualifications or competence of any persons performing under the contract. The burden of proof to sustain that the persons are qualified as prescribed herein shall be on the contractor.

SENIOR EXECUTIVE (KEY PERSONNEL)

(a) Education: A master's degree in aerospace, chemical, civil, electronic, industrial, mechanical engineering (not engineering technology), scientific, technical, business, education or other appropriate discipline is required from an accredited institution.

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(b) Experience:

(1) A minimum of twenty (20) years Engineering Technical/Business Management experience is required with a minimum of five (5) years in a Government SES/Flag position, Industry President/Chief Executive Officer/Chief Operating Officer or equivalent. The senior executive shall be a recognized authority in their field and;

(2) Requires broad knowledge of DOD and Navy Department organization, policies and procedures, or industrial organization, management, procedures or processes or a Doctorate in a recognized engineering, scientific, technical, business or other appropriate discipline from an accredited institution and;

(3) Requires specific, demonstrated, recognized expertise directly related to the knowledge and skills required for a particular task or;

PROGRAM MANAGER (KEY PERSONNEL)

(a) Education: A bachelor degree in an Aerospace, Chemical, Civil, Electronics, Industrial, Mechanical engineering, scientific, technical or business management discipline from an accredited college or university is required.

(b) Experience:

(1) A total of at least ten (10) years of professional experience in engineering practice and management, and;

(2) At least six (6) years of the foregoing total experience shall have been supervisory and managerial experience in completing an engineering project development from inception to production. The experience should also include a demonstrated ability to provide guidance and direction in the tasks in the SOW for contracts of similar complexity. Expertise in the management and control of funds and resources is also preferable.

SENIOR STAFF TECHNOLOGIST (KEY PERSONNEL)

(a) Education/Experience: A doctorate degree and twelve (12) years of experience, or a master's degree and fourteen (14) years experience. The degree shall be in a recognized scientific/technological discipline such as physical, chemical or biological science, mathematics, information technology, aerospace technology, or operations research. The experience shall be in fields such as digital imaging technology, development of expert systems, drug enforcement technology and state-of-the-art methodologies, laser technology applications for drug detection and surveillance and/or-weapon guidance/control systems, particle physics, optics/fiber optics, infrared imaging as applied to materials identification and weapons systems, weapons systems concept and prototype development, operations research as applied to process methodology analysis, hazardous materials identification, control and disposal technology, and information technology or communication applications.

STAFF TECHNOLOGIST (KEY PERSONNEL)

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(a) Education/Experience: A doctorate degree and twelve (12) years of experience, or a master's degree and fourteen (14) years experience. The degree shall be in a recognized scientific/technological discipline such as physical, chemical or biological science, mathematics, information technology, aerospace technology or operations research. The experience shall be in fields such as digital imaging technology, development of expert systems, drug enforcement technology and state-of-the-art methodologies, laser technology applications for drug detection and surveillance and/or weapon guidance/control systems, particle physics, optics/fiber optics, infrared imaging as applied to materials identification and weapons systems, weapons systems concept and prototype development, operations research as applied to process methodology analysis, hazardous materials identification, control and disposal technology, and information technology or communication applications.

SENIOR ENGINEER (KEY PERSONNEL)

(a) Education: A bachelor's degree in recognized engineering, scientific, technical, or other appropriate discipline from an accredited college or university is required.

(b) Experience:

(1) A total of at least eight (8) years of experience in the design, development and evaluation of various engineering programs, preferably on naval weapon and ordnance systems and equipment, and;

(2) At least five (5) years of the progressively responsible experience functioning as a technical team leader responsible for specific technical duties related to the disciplines cited herein, and;

(3) At least two (2) years of the foregoing total experience shall have been as a team leader or supervisor of engineering functions, or;

ENGINEER

(a) Education: A bachelor's degree in an aeronautical, electronics, or general engineering discipline from an accredited college or university is required.

(b) Experience:

(1) A total of at least five (5) years of professional engineering experience, and;

(2) At least two (2) years of the foregoing experience shall have been of engineering analyses, engineering software {Computer Aided Design/Computer Aided Manufacturing (CAD/CAM)} or management experience directly related to naval weapon systems engineering, engineering software (CAD/CAM) and production, or;

JUNIOR ENGINEER

(a) Education: A bachelor's degree in an engineering, scientific, or technical discipline from an accredited institution.

(b) Experience:

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(1) A minimum of one (1) year experience of general, practical, or progressive engineering experience in naval weapons systems, subsystems, associated components, and equipment, or;

SENIOR ANALYST

(a) Education: A bachelor's degree in an engineering, business, technical or related field from an accredited institution.

(b) Experience:

(1) A total of at least eight (8) years of experience in the applicable logistics, business or financial management disciplines, preferably gained in Navy weapons system program management, or;

ANALYST

(a) Education: A bachelor's degree in an aeronautical, business, or education discipline from an accredited college or university is required.

(b) Experience:

(1) A total of at least six (6) years of experience in the applicable logistics, business or financial management disciplines, preferably gained in Navy weapons system program management, or;

(2) In lieu of the academic requirements, a minimum of twelve (12) years of experience in the applicable logistics, business or financial management may be substituted for a degree.

COMPUTER SPECIALIST

(a) Education: A master's degree from an accredited university or college in computer science.

(b) Experience: At least 10 years experience in computer related field involving:

(1) Management analysis work which has provided a broad background in the analysis of organizational and functional relationships, systems, work flow and procedures; in procedural and methods planning; or work simplification and management improvement, and;

(2) Technical, analytical, supervisory, or administrative experience in a subject-matter field which has demonstrated, in addition to subject-matter knowledge, ability to deal analytically and systematically with problems of organization, work flow, analysis of information requirements, and planning of integrated procedural systems, and;

(3) Experience in tabulation project planning which has involved development of data processing systems and has demonstrated experience in systems design, even though such positions have not functioned within a digital computer framework, and;

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(4) Experience in any occupation which has demonstrated ability to analyze and organize work processes or problems into plans for computer solutions, or to participate in the analysis of system and digital computer equipment requirements. Experience in any of the computer specialist specialization's can also be credited as specialized experience for any of the other specialization's of this series.

AUTOMATED INFORMATION SYSTEMS (AIS) SPECIALIST

(a) Education/Experience: A bachelors degree in a recognized scientific/technological discipline such as mathematics, computer science, information system technology from an accredited college or university is required with at least six (6) years of specific concentrated AIS experience, or; an associate degree with eight (8) years of specific concentrated AIS experience, or; a high school diploma with twelve (12) years of specific concentrated AIS experience.

The specific concentrated AIS experience shall be in the fields of either computer, networking, or telecommunications and the work experience while working in these disciplines shall include systems analysis, auditing, network information flow analysis of logical and physical design processes, testing of automated systems or systems integration.

DATA MANAGEMENT SPECIALIST

(a) Education: A bachelor's degree in Business Administration from an accredited college or university is required.

(b) Experience:

(1) A minimum of five (5) years of experience with data management and documentation standards, including three (3) years of specialized experience in the particular tasks requirements. Demonstrated capability for maintaining chronological data status and accounting logs related to the discipline cited herein, or;

(2) In lieu of academic requirements, a high school graduate with a ten (10) years of experience directly related to Discipline/Specialty or Skill can be substituted for degree requirement.

LOGISTICS SPECIALIST

(a) Education: A bachelor's degree in management, administration, or an engineering discipline from an accredited college or university is required.

(b) Experience:

(1) A minimum of ten (10) years experience in all elements of Weapons Systems and Integrated Logistics support, i.e., (maintenance, supply, publications, and technical data support equipment, facilities, transportation and handling, and training)

or

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(c) Education: An associate's degree in management, administration, or an engineering discipline from an accredited college or university is required.

(d) Experience:

(1) A minimum of fourteen (14) years experience in all elements of Weapons Systems and Integrated Logistics support, i.e., (maintenance, supply, publications, and technical data support equipment, facilities, transportation and handling, and training) and;

(2) A minimum of eight (8) years of the foregoing experience shall have been related to professional and analytical experience in areas associated with Integrated Logistics support of Naval Aviation weapons systems.

ADMINISTRATIVE ASSISTANT

(a) Education: High school graduate

(b) Experience: Five (5) years experience related to administrative functions such as job ordering and reporting, maintenance of security records, supervision of typist and administrative clerks, word processing, data transcription, and procurement of material/equipment required for job performance.

TECHNICAL INFORMATION SPECIALIST

(a) Education: A bachelor's degrees in the physical sciences, biological sciences, social sciences, or chemical sciences field from an accredited college or university.

(b) Experience: A minimum of 10 years experience of such nature and level to provide knowledge of the basic principles discipline or subject matter of the weapons systems, and of research and analysis in the subject matter field and related fields; and some knowledge of literature resources in the field and when appropriate ability to read and comprehend nontechnical material in one or more foreign languages.

ENGINEERING TECHNICIAN

(a) Education: An associate's degree in engineering or industrial technology, construction, physics, drafting, surveying, physical science or mathematics from and accredited college or university.

(b) Experience: At least ten (10) years experience in weapon systems and related fields. The experience must have provided the candidate with knowledge of some of the pertinent principles, methods and techniques of engineering and configuration management. Illustrative occupations which may provide experience are positions of draftsman, surveying technician, construction estimator, physical science, or mathematics technician, etc. Experience in a trade or craft may be credited as experience when the work provided intensive knowledge of engineering principles, techniques, methods, and precedents. Examples are trade positions with substantial developmental, test, or design responsibilities, e.g., a planner and estimator who analyzed designs for production purposes, or an instrument maker or model maker who performed design or development work on devices fabricated.

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WORD PROCESSOR

- (a) Education: High school graduate.
- (b) Experience: Attended word processing courses/classes with a minimum of one (1) year of experience and demonstrated familiarity and proficiency in all phases of operation of the particular word processing system. Must be well versed in document production and retrieval requirements including character and line printing, archiving, glossary, formatting, final, edit and layout. A minimum typing speed of 65 WPM is required.

ILLUSTRATOR/DRAFTSMAN

- (a) Education: A bachelor's degree in drawing, painting or art.
- (b) Experience: At least two (2) years experience in drafting illustrator or related fields. Eligibility will be based upon a clear showing that the applicant's experience and education has been of sufficient scope and quality to enable him to perform illustrating work commensurate with the duties of the grade. The quality of the applicant's artistic and illustrating ability may be based upon an evaluation of samples of his work, his success in meeting deadlines, and his ability to work with clients, coworkers, and supervisors.

GRAPHIC ARTIST

- (a) Education: High school, trade school or service school Graduate.
- (b) Experience: Minimum of three (3) years experience is required with proven ability to produce line drawings, technical drawings, presentation art, viewgraphs and slides.

CLAUSES INCORPORATED BY FULL TEXT

DATA REQUIREMENTS (NAVSEA) (SEP 1992)

The data to be furnished hereunder shall be prepared in accordance with the Contract Data Requirements List, DD Form 1423, Exhibit(s) A., attached hereto.

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SECTION D Packaging and Marking

CLAUSES INCORPORATED BY FULL TEXT

MARKING OF SHIPMENTS (COMMERCIALY PACKAGED ITEMS)(NAVSEA/IHD) FEB 2000

(a) Marking shall be in accordance with ASTM D 3951-90,
"Commercial Packaging of Supplies and Equipment."

(b) Additional markings are stated below:

Contract No:

Bldg:

Code:

*Note: When the item is over 1000 lbs the contractor is to stencil the weight on the crate

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SECTION E Inspection and Acceptance

CLAUSES INCORPORATED BY REFERENCE:

52.246-5	Inspection Of Services Cost-Reimbursement	APR 1984
252.246-7000	Material Inspection And Receiving Report	DEC 1991

CLAUSES INCORPORATED BY FULL TEXT

INSPECTION AND ACCEPTANCE (DESTINATION) (NAVSEA/IHD) (FEB 2000)

Inspection and acceptance of the supplies or services to be furnished hereunder shall be made at destination by the receiving activity.

INSPECTION AND ACCEPTANCE LANGUAGE FOR DATA

Inspection and acceptance of all data shall be as specified on the attached Contract Data Requirements List(s), DD Form 1423.

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SECTION F Deliveries or Performance

CLAUSES INCORPORATED BY REFERENCE:

52.242-15 Stop-Work Order AUG 1989

CLAUSES INCORPORATED BY FULL TEXT

PLACE OF DELIVERY: DESTINATION (NAVSEA/IHD) FEB 2000

(a) The articles to be furnished hereunder shall be delivered all transportation charges paid by the contractor to:

Receiving Officer
Indian Head Division
Naval Sea Systems Command
101 Strauss Avenue
Indian Head, Maryland 20640-5035

(b) Bids submitted on a basis other than F.O.B. Destination will be rejected as non-responsive and proposals may be deemed unacceptable.

52.211-8 TIME OF DELIVERY (JUN 1997)

(a) The Government requires delivery to be made according to the following schedule:

REQUIRED DELIVERY SCHEDULE

AS SPECIFIED ON INDIVIDUAL TASK ORDERS ISSUED HEREUNDER

The Government will evaluate equally, as regards time of delivery, offers that propose delivery of each quantity within the applicable delivery period specified above. Offers that propose delivery that will not clearly fall within the applicable required delivery period specified above, will be considered nonresponsive and rejected. The Government reserves the right to award under either the required delivery schedule or the proposed delivery schedule, when an offeror offers an earlier delivery schedule than required above. If the offeror proposes no other delivery schedule, the required delivery schedule above will apply.

OFFEROR'S PROPOSED DELIVERY SCHEDULE

Within Days

After Date

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Item No. Quantity of Contract

(b) Attention is directed to the Contract Award provision of the solicitation that provides that a written award or acceptance of offer mailed, or otherwise furnished to the successful offeror, results in a binding contract. The Government will mail or otherwise furnish to the offeror an award or notice of award not later than the day award is dated. Therefore, the offeror should compute the time available for performance beginning with the actual date of award, rather than the date the written notice of award is received from the Contracting Officer through the ordinary mails. However, the Government will evaluate an offer that proposes delivery based on the Contractor's date of receipt of the contract or notice of award by adding (1) five calendar days for delivery of the award through the ordinary mails, or (2) one working day if the solicitation states that the contract or notice of award will be transmitted electronically. (The term "working day" excludes weekends and U.S. Federal holidays.) If, as so computed, the offered delivery date is later than the required delivery date, the offer will be considered nonresponsive and rejected.

(End of clause)

PERIOD OF PERFORMANCE (NAVSEA/IHD) FEB 2000

The effort to be performed under this contract shall be completed within a period of 60 months beginning with the effective date of this contract. The total period of performance, including delivery of data, shall be for a duration of 60 months beginning with the effective date of this contract except as provided under Clause 52.216-22 incorporated herein.

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SECTION G Contract Administration Data

CLAUSES INCORPORATED BY REFERENCE:

252.242-7000 Postaward Conference

DEC 1991

CLAUSES INCORPORATED BY FULL TEXT

INDIAN HEAD DIVISION, NAVAL SEA SYSTEMS COMMAND, HOURS OF OPERATION AND HOLIDAY SCHEDULE (NAVSEA/IHD) FEB 2000

1. The policy of this station is to schedule periods of reduced operations or shutdown during holiday periods. Deliveries will not be accepted on Saturdays, Sundays or Holidays except as specifically requested by the Naval Sea Systems Command. All goods or services attempted to be delivered on a Saturday, Sunday or Holiday without specific instructions from the Contracting Officer or his duly appointed representative will be returned to the contractor at his expense with no cost or liability to the U.S. Government.

2. The scheduled holidays for Indian Head Division, Naval Sea Systems Command are:

HOLIDAY	DATE OF OBSERVANCE
New Year's Day	01 January (Tuesday)*
Martin Luther King's Birthday	21 January (Monday)*
President's Day	18 February (Monday)*
Memorial Day	28 May (Monday)*
Independence Day	4 July (Wednesday)*
Labor Day	3 September (Monday)*
Columbus Day	15 October (Monday)*
Veteran's Day	12 November (Monday)*
Thanksgiving Day	22 November (Thursday)*
Christmas Day	25 December (Tuesday)*

* If the actual date falls on a Saturday, the holiday will be observed the preceding Friday. If the holiday falls on a Sunday, the observance shall be on the following Monday.

3. The hours of operation for the Contracts Division and Receiving Branch are as follows:

<u>AREA</u>	<u>FROM</u>	<u>TO</u>
Contracts Division (BLDG. 1558)	7:30 A.M.	4:00 P.M.

NAME OF OFFEROR OR CONTRACTOR

Receiving Branch (BLDG. 116) 7:30 A.M. 11:00 A.M.
12:30 P.M. 2:00 P.M.

If you intend to visit the Contracts Division, it is advised that you call for an appointment at least 24 hours in advance.

5252.232-9001 SUBMISSION OF INVOICES (COST-REIMBURSEMENT, TIME-AND-MATERIALS, LABOR-HOUR, OR FIXED PRICE INCENTIVE) (JUL 1992)

(a) "Invoice" as used in this clause includes contractor requests for interim payments using public vouchers (SF 1034) but does not include contractor requests for progress payments under fixed price incentive contracts.

(b) The Contractor shall submit invoices and any necessary supporting documentation, in an original and [] copies, to the [contract auditor*] at the following address:

[]

unless delivery orders are applicable, in which case invoices will be segregated by individual order and submitted to the address specified in the order. In addition, an information copy shall be submitted to []. Following verification, the [contract auditor*] will forward the invoice to the designated payment office for payment in the amount determined to be owing, in accordance with the applicable payment (and fee) clause(s) of this contract.

(c) Invoices requesting interim payments shall be submitted no more than once every two weeks, unless another time period is specified in the Payments clause of this contract. For indefinite delivery type contracts, interim payment invoices shall be submitted no more than once every two weeks for each delivery order. There shall be a lapse of no more than [] calendar days between performance and submission of an interim payment invoice.

(d) In addition to the information identified in the Prompt Payment clause herein, each invoice shall contain the following information, as applicable:

- (1) Contract line item number (CLIN)
- (2) Subline item number (SLIN)
- (3) Accounting Classification Reference Number (ACRN)

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(4) Payment terms

(5) Procuring activity

(6) Date supplies provided or services performed

(7) Costs incurred and allowable under the contract

(8) Vessel (e.g., ship, submarine or other craft) or system for which supply/service is provided

(e) A DD Form 250, "Material Inspection and Receiving Report",

☐ is required with each invoice submittal.

☐ is required only with the final invoice.

☐ is not required.

(f) A Certificate of Performance

☐ ** shall be provided with each invoice submittal.

☐ ** is not required.

(g) The Contractor's final invoice shall be identified as such, and shall list all other invoices (if any) previously tendered under this contract.

(h) Costs of performance shall be segregated, accumulated and invoiced to the appropriate ACRN categories to the extent possible. When such segregation of costs by ACRN is not possible for invoices submitted with CLINS/SLINS with more than one ACRN, an allocation ratio shall be established in the same ratio as the obligations cited in the accounting data so that costs are allocated on a proportional basis.

* In contracts with the Canadian Commercial Corporation, substitute "Administrative Contracting Officer" for "contract auditor".

** Check appropriate requirements.

SECURITY BADGES AND ON-SITE CONTRACTOR PERSONNEL (NAVSEA/IHD) FEB 2000

Security badges will be issued by the Government only to those contractor personnel who require access to the Indian Head Division, Naval Sea Systems Command in connection with work to be performed under this contract. Approval for such issuance may only be granted by the COTR, Ordering or Contracting Officer. The Contractor shall maintain a register of employees currently authorized access to the Indian Head Division, Naval Sea Systems Command. This does not include badges temporarily authorized for contractor visitors to Indian Head Division, Naval Sea Systems Command. Furthermore, the contractor shall maintain a current register of contractor personnel with full or part-time work or office space located on board the Naval Sea Systems Command. This register will be made available upon request of the Contracting Officer. The contractor shall follow station security procedures in this regard.

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CONTRACT ADMINISTRATION DATA LANGUAGE (NAVSEA)

(a) Electronic Funds Transfer (EFT) Payment Requirements

FAR 52.232-33, MANDATORY INFORMATION FOR ELECTRONIC FUNDS TRANSFER PAYMENT, is included in this solicitation/contract. All Contractor payments will be made by EFT unless excepted or otherwise determined by the paying office designated in the contract.

The Contractor must initiate enrollment in EFT by contacting the paying office designated in the contract and requesting form SF 3881, Automated Clearing House (ACH) Vendor/Miscellaneous Payment Enrollment Plan. This form must be completed by the Contractor and their financial institution and returned to the paying office. The paying office will complete the process and notify the Contractor that EFT enrollment is complete. All payments under this contract will be held until the Contractor provides the required EFT enrollment information.

(b) Enter below the address (street and number, city, county, state and zip code) of the Contractor's facility which will administer the contract if such address is different from the address shown on the SF 26 or SF 33, as applicable.

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SECTION H Special Contract Requirements

CLAUSES INCORPORATED BY FULL TEXT

NOTICE OF INCORPORATION OF SECTIONS K, L, AND M (NAVSEA/IHD) FEB 2000

The following sections of the solicitation will not be distributed with the contract; however, they are incorporated in and form a part of the resultant contract as though furnished in full text therewith:

SECTION	TITLE
K	Representations, Certifications and Other Statements of Offerors (Bidders)
L	Instructions, Conditions, and Notices to Offerors (Bidders)
M	Evaluation Factors for Award

CONTRACTING OFFICER'S REPRESENTATIVE (COR) (NAVSEA/IHD) FEB 2000

(a) The COR for this contract is:

Name: Robert Hicks Mailing Address: NAVSEA Indian Head 101 Strauss Ave., Indian Head, MD
20640-5035
Code: 655B Telephone No.: (301) 744-4628 ext. 244

(b) The Alternate COR for this contract is:

Name: Mrs. Carol Hodges Mailing Address: NAVSEA Indian Head 101 Strauss Ave., Indian Head, MD
20640-5035
Code: 655T Telephone No.: (301) 744-4628 ext. 236

(c) The COR will act as the Contracting Officer's representative for technical matters, providing technical direction and discussion, as necessary, with respect to the specification or statement of work, and monitoring the progress and quality of contractor performance. The COR is not an Administrative Contracting Officer and does not have authority to direct the accomplishment of effort which is beyond the scope of the statement of work in the contract (or delivery order).

(d) When, in the opinion of the contractor, the COR requests effort outside the existing scope of the contract (or delivery order), the contractor shall promptly notify the contracting officer (or ordering officer) in writing. No action shall be taken by the contractor under such direction until the contracting officer has issued a modification to the contract (or in the case of a delivery order, until the ordering officer has issued a modification to the delivery order); or until the issue has been otherwise resolved.

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(e) In the event that the COR named above is absent due to leave, illness or official business, all responsibility and functions assigned to the COR will be the responsibility of the alternate COR.

PAYMENT OF FIXED-FEE UNDER COST-PLUS-FIXED-FEE (COMPLETION) INDEFINITE QUANTITY CONTRACTS (FEB 2000) (NAVSEA/IHD)

(a) The orders issued under this contract shall be of the cost-plus-fixed-fee completion form. This pricing form provides for payment to the contractor of a negotiated fee that is fixed at the inception of the order. In as much as the orders are issued under the authority of the base contract, the fee fixed for individual orders will be distributed at the same proportional rate to the estimated cost of the order as the fixed-fee is proportional to the estimated cost in the base contract. This method of fee distribution is for administrative convenience and is not establishing the fee amount on the estimated cost of each order since the fee established in the base contract was established by use of weighted guidelines or competitive cost realism.

(b) The fixed fee does not vary with actual cost, but may be adjusted as a result of changes in the work to be performed under the order. The order shall require the contractor to complete and deliver the specified end product (e.g., a final report of research accomplishing the goal or target) within the estimated cost, if possible, as a condition for payment of the entire fixed fee. However, in the event the work cannot be completed within the estimated cost, the Government may require more effort without increase in fee, provided the Government increases the estimated cost.

(c) In addition, this contract does not allow for the application of fee on Support Cost items. Therefore, ceilings established for Support Costs shall be identified as "not-to-exceed" items and should be tracked separately. Should the estimated costs associated with the labor portion (i.e., not identified as Support Cost items) of any order be reduced, the fee shall be reduced accordingly even if there is not overall reduction in the total estimated cost of the order.

SF 294 AND SF 295 REPORTING REQUIREMENTS (FEB 2000)(NAVSEA/IHD)

(1) SF 294 Subcontracting Report for Individual Contracts:

This report is required for each contract containing a Subcontracting Plan. Semi-Annually during contract performance for the periods ending March 31st and September 30th. A separate report is required for each contract at contract completion. Reports are due 30 days after the close of each reporting period unless otherwise directed by the contracting officer.

(2) SF 295 Summary Subcontract Report:

This report must be submitted semi-annually during contract performance for the six months ending March 31st and the twelve months ending September 30th. Reports are due 30 days after the close of each reporting period.

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(NOTE: Use Special Instructions for Commercial Products Plans, see back of SF 295.)

(3) SF 294 and SF 295 shall be submitted to the following personnel:

- | <u>Name/Address/Title</u> | <u>Submit SF294</u> | <u>Submit SF295</u> |
|---|---------------------|---------------------|
| 1. Contracting Officer
(address shown on page
1 of contract document) | yes-original | yes - original |
| 2. NAVSEA, IHD
Small Business Specialist
Code SB
101 Strauss Avenue
Indian Head, MD. 20640-5035 | yes-copy | yes - copy |
| 3. DCMAO
(address shown on page
1 of contract document) | yes-original | yes-original |

GOVERNMENT-FURNISHED PROPERTY (FEB 2000) (NAVSEA/IHD)

(a) The Government will furnish the following property to the Contractor for use in performance of this contract in accordance with the following schedule:

To be specified on individual task orders

(b) The property will be delivered at the Governments expense at or near (**The contractor is to insert the address, city or town and state in which the plant is located; and if rail transportation is specified in paragraph (a) above, the exact location of private siding or public team tract at which rail shipments will be received, as well as the name of the railroad(s):**

(c) Only the property listed above in the quantity shown will be furnished by the Government. All other property required for performance of this contract shall be furnished by the contractor.

(d) Within 30 days after Government furnished property is determined by the contractor to be lost, damaged, destroyed, no longer usable, or no longer needed for the performance of the contract, the Contractor shall notify the Contracting Officer, in writing, thereof.

NAVSEA 5252.202-9101 ADDITIONAL DEFINITIONS (MAY 1993)

As used throughout this contract, the following terms shall have the meanings set forth below:

(a) DEPARTMENT - means the Department of the Navy.

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(b) REFERENCES TO THE FEDERAL ACQUISITION REGULATION (FAR) - All references to the FAR in this contract shall be deemed to also reference the appropriate sections of the Defense FAR Supplement (DFARS), unless clearly indicated otherwise.

(c) REFERENCES TO ARMED SERVICES PROCUREMENT REGULATION OR DEFENSE ACQUISITION REGULATION - All references in this document to either the Armed Services Procurement Regulation (ASPR) or the Defense Acquisition Regulation (DAR) shall be deemed to be references to the appropriate sections of the FAR/DFARS.

(d) NATIONAL STOCK NUMBERS - Whenever the term Federal Item Identification Number and its acronym FIIN or the term Federal Stock Number and its acronym FSN appear in the contract, order or their cited specifications and standards, the terms and acronyms shall be interpreted as National Item Identification Number (NIIN) and National Stock Number (NSN) respectively which shall be defined as follows:

(1) National Item Identification Number (NIIN). The number assigned to each approved Item Identification under the Federal Cataloging Program. It consists of nine numeric characters, the first two of which are the National Codification Bureau (NCB) Code. The remaining positions consist of a seven digit non-significant number.

(2) National Stock Number (NSN). The National Stock Number (NSN) for an item of supply consists of the applicable four position Federal Supply Class (FSC) plus the applicable nine position NIIN assigned to the item of supply.

NAVSEA 5252.216-9122 LEVEL OF EFFORT (JUL 1986)

(a) The Contractor agrees to provide the total level of effort specified in the next sentence in performance of the work described in Sections B and C of this contract. The total level of effort for the performance of this contract shall be total man-hours of direct labor, including subcontractor direct labor for those subcontractors specifically identified in the Contractor's proposal as having hours included in the proposed level of effort.

(b) Of the total man-hours of direct labor set forth above, it is estimated that _ (Offeror to fill-in) man-hours are uncompensated effort.

Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. All other effort is defined as compensated effort. If no effort is indicated in the first sentence of this paragraph, uncompensated effort performed by the Contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

(c) Effort performed in fulfilling the total level of effort obligations specified above shall only include effort performed in direct support of this contract and shall not include time and effort expended on such things as (local travel to and from an employee's usual work location), uncompensated effort while on travel status, truncated lunch periods, work (actual or inferred) at an employee's residence or other non-work locations, or other time and effort which does not have a specific and direct contribution to the tasks described in Sections B and C.

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(d) The level of effort for this contract shall be expended at an average rate of approximately _ hours per week. It is understood and agreed that the rate of man-hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total man-hours of effort prior to the expiration of the term hereof, except as provided in the following paragraph.

LABOR CATEGORY	ESTIMATED YEARLY HOURS
Senior Executive	9,573
Program Manager	1,223
Senior Staff Technologist	13,136
Staff Technologist	13,136
Senior Engineer	40,000
Engineer	38,364
Junior Engineer	35,095
Senior Analyst	13,536
Analyst	12,668
Computer Specialist	6,945
Automated Information Systems Specialist	6,945
Data Management Specialist	10,040
Logistics Specialist	6,645
Administrative Assistant	10,509
Technical Information Specialist	5,254
Engineering Technician	6,475
Word Processor	10,508
Illustrator/Draftsman	3,289
Graphic Artist	6,659
TOTAL	250,000

THIS SAME (ESTIMATED) LEVEL OF EFFORT SHALL APPLY TO EACH YEAR OF THE CONTRACT PROVIDING THAT ALL OPTIONS ARE EXERCISED.

(e) If, during the term hereof, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total man-hours of effort specified above would be used prior to the expiration of the term, the Contractor shall notify the Contracting Officer in writing setting forth the acceleration required, the probable benefits which would result, and an offer to undertake the acceleration at no increase in the estimated cost or fee together with an offer, setting forth a proposed level of effort, cost breakdown, and proposed fee, for continuation of the work until expiration of the term hereof. The offer shall provide that the work proposed will be subject to the terms and conditions of this contract and any additions or changes required by then current law, regulations, or directives, and that the offer, with a written notice of acceptance by the Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Contracting Officer. Any agreement to accelerate will be formalized by contract modification.

(f) The Contracting Officer may, by written order, direct the Contractor to accelerate the expenditure of direct labor such that the total man-hours of effort specified in paragraph (a) above would be used prior to the expiration of the term. This order shall specify the acceleration required and the resulting revised term. The Contractor shall acknowledge this order within five days of receipt.

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(g) If the total level of effort specified in paragraph (a) above is not provided by the Contractor during the period of this contract, the Contracting Officer, at its sole discretion, shall either (i) reduce the fee of this contract as follows:

$$\text{Fee Reduction} = \text{Fee } (\frac{\text{Required LOE} - \text{Expended LOE}}{\text{Required LOE}})$$

or (ii) subject to the provisions of the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable, require the Contractor to continue to perform the work until the total number of man-hours of direct labor specified in paragraph (a) above shall have been expended, at no increase in the fee of this contract.

(h) The Contractor shall provide and maintain an accounting system, acceptable to the Administrative Contracting Officer and the Defense Contract Audit Agency (DCAA), which collects costs incurred and effort (compensated and uncompensated, if any) provided in fulfillment of the level of effort obligations of this contract. The Contractor shall indicate on each invoice the total level of effort claimed during the period covered by the invoice, separately identifying compensated effort and uncompensated effort, if any.

(i) Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Contracting Officer with copies to the cognizant Contract Administration Office and to the DCAA office to which vouchers are submitted: (1) the total number of man-hours of direct labor expended during the applicable period; (2) a breakdown of this total showing the number of man-hours expended in each direct labor classification and associated direct and indirect costs; (3) a breakdown of other costs incurred; and (4) the Contractor's estimate of the total allowable cost incurred under the contract for the period. Within 45 days after completion of the work under the contract, the Contractor shall submit, in addition, in the case of a cost overrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds and, in the case of an overrun in hours specified as the total level of effort; and (6) a calculation of the appropriate fee reduction in accordance with this clause. All submissions shall include subcontractor information.

(j) Notwithstanding any of the provisions in the above paragraphs, the Contractor may furnish man-hours up to five percent in excess of the total man-hours specified in paragraph (a) above, provided that the additional effort is furnished within the term hereof, and provided further that no increase in the estimated cost or fee is required.

NAVSEA 5252.232-9104 ALLOTMENT OF FUNDS (MAY 1993)

(a) This contract is incrementally funded with respect to both cost and fee. The amount(s) presently available and allotted to this contract for payment of fee for incrementally funded contract line item number/contract subline item number (CLIN/SLIN), subject to the clause entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE" (FAR 52.216-10), as appropriate, is specified below. The amount(s) presently available and allotted to this contract for payment of cost for incrementally funded CLINs/SLINs is set forth below. As provided in the clause of this contract entitled "LIMITATION OF FUNDS" (FAR 52.232-22), the CLINs/SLINs covered thereby, and the period of performance for which it is estimated the allotted amount(s) will cover are as follows:

ESTIMATED		
ITEM(S)	ALLOTED TO COST	ALLOTED TO FEE PERIOD OF PERFORMANCE

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**Provided on Individual Task Orders Issued Hereunder
NAVSEA 5252.237-9106 SUBSTITUTION OF PERSONNEL (SEP 1990)**

(a) The Contractor agrees that a partial basis for award of this contract is the list of key personnel proposed. Accordingly, the Contractor agrees to assign to this contract those key persons whose resumes were submitted with the proposal necessary to fulfill the requirements of the contract. No substitution shall be made without prior notification to and concurrence of the Contracting Officer in accordance with this requirement.

(b) All proposed substitutes shall have qualifications equal to or higher than the qualifications of the person to be replaced. The Contracting Officer shall be notified in writing of any proposed substitution at least forty-five (45) days, or ninety (90) days if a security clearance is to be obtained, in advance of the proposed substitution. Such notification shall include: (1) an explanation of the circumstances necessitating the substitution; (2) a complete resume of the proposed substitute; and (3) any other information requested by the Contracting Officer to enable him/her to judge whether or not the Contractor is maintaining the same high quality of personnel that provided the partial basis for award.

IHD 91

ORDERING UNDER MULTIPLE AWARD CONTRACTS (FEB 2000) (NAVSEA/IHD)

In the event that multiple awards result from this solicitation, task orders will be issued, competed, evaluated and awarded in accordance with the specific terms and conditions of each delivery order which may include price, past performance, technical proposal, or a combination thereof. Fair Opportunity to compete for each individual order need not be given to awardees for a particular order over \$2500.00 due to (1) urgency of the task, (2) quality of past deliverables or (3) economy/efficiency interests as determined by the Contracting Officer.

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SECTION I Contract Clauses

CLAUSES INCORPORATED BY REFERENCE:

52.202-1	Definitions	MAY 2001
52.203-3	Gratuities	APR 1984
52.203-5	Covenant Against Contingent Fees	APR 1984
52.203-6	Restrictions On Subcontractor Sales To The Government	JUL 1995
52.203-7	Anti-Kickback Procedures	JUL 1995
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity	JAN 1997
52.203-10	Price Or Fee Adjustment For Illegal Or Improper Activity	JAN 1997
52.203-12	Limitation On Payments To Influence Certain Federal Transactions	JUN 1997
52.204-2	Security Requirements	AUG 1996
52.204-4	Printed or Copied Double-Sided on Recycled Paper	AUG 2000
52.208-9	Contractor Use of Mandatory Sources of Supply	MAR 1996
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	JUL 1995
52.211-15	Defense Priority And Allocation Requirements	SEP 1990
52.215-2	Audit and Records--Negotiation	JUN 1999
52.215-8	Order of Precedence--Uniform Contract Format	OCT 1997
52.215-10	Price Reduction for Defective Cost or Pricing Data	OCT 1997
52.215-11	Price Reduction for Defective Cost or Pricing Data--Modifications	OCT 1997
52.215-12	Subcontractor Cost or Pricing Data	OCT 1997
52.215-13	Subcontractor Cost or Pricing Data--Modifications	OCT 1997
52.215-14	Integrity of Unit Prices	OCT 1997
52.215-21	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data--Modifications	OCT 1997
52.216-7	Allowable Cost And Payment	MAR 2000
52.216-8	Fixed Fee	MAR 1997
52.216-21	Requirements	OCT 1995
52.219-8	Utilization of Small Business Concerns	OCT 2000
52.219-16	Liquidated Damages-Subcontracting Plan	JAN 1999
52.222-2	Payment For Overtime Premiums	JUL 1990
52.222-3	Convict Labor	AUG 1996
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	FEB 1999
52.222-35	Affirmative Action For Disabled Veterans And Veterans of the Vietnam Era	APR 1998
52.222-36	Affirmative Action For Workers With Disabilities	JUN 1998
52.222-37	Employment Reports On Disabled Veterans And Veterans Of The Vietnam Era	JAN 1999
52.222-43	Fair Labor Standards Act And Service Contract Act - Price Adjustment (Multiple Year And Option)	MAY 1989
52.223-6	Drug Free Workplace	MAY 2001

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52.223-14	Toxic Chemical Release Reporting	OCT 2000
52.226-1	Utilization Of Indian Organizations And Indian-Owned Economic Enterprises	JUN 2000
52.227-1	Authorization and Consent	JUL 1995
52.227-2	Notice And Assistance Regarding Patent And Copyright Infringement	AUG 1996
52.227-14	Rights in Data--General	JUN 1987
52.228-7	Insurance--Liability To Third Persons	MAR 1996
52.229-3	Federal, State And Local Taxes	JAN 1991
52.229-5	Taxes--Contracts Performed In U S Possessions Or Puerto Rico	APR 1984
52.230-2	Cost Accounting Standards	APR 1998
52.230-5	Cost Accounting Standards--Educational Institution	APR 1998
52.232-9	Limitation On Withholding Of Payments	APR 1984
52.232-17	Interest	JUN 1996
52.232-20	Limitation Of Cost	APR 1984
52.232-23	Assignment Of Claims	JAN 1986
52.232-25	Prompt Payment	MAY 2001
52.232-33	Payment by Electronic Funds Transfer--Central Contractor Registration	MAY 1999
52.233-1	Disputes	DEC 1998
52.233-1 Alt I	Disputes (Dec 1998) - Alternate I	DEC 1991
52.233-3	Protest After Award	AUG 1996
52.237-3	Continuity Of Services	JAN 1991
52.237-10	Identification of Uncompensated Overtime	OCT 1997
52.242-1	Notice of Intent to Disallow Costs	APR 1984
52.242-3	Penalties for Unallowable Costs	MAY 2001
52.242-13	Bankruptcy	JUL 1995
52.243-2 Alt I	Changes--Cost-Reimbursement (Aug 1987) - Alternate I	APR 1984
52.244-2	Subcontracts	AUG 1998
52.244-2 Alt I	Subcontracts (Aug 1998) - Alternate I	AUG 1998
52.244-5	Competition In Subcontracting	DEC 1996
52.246-25	Limitation Of Liability--Services	FEB 1997
52.245-5	Government Property (Cost-Reimbursement Time-And-Materials, Or Labor Hour Contracts)	JAN 1986
52.247-63	Preference For U.S. Flag Air Carriers	JAN 1997
52.249-6	Termination (Cost Reimbursement)	SEP 1996
52.249-14	Excusable Delays	APR 1984
52.250-1	Indemnification Under Public Law 85-804	APR 1984
52.250-1 Alt I	Indemnification Under Public Law 85-804 (Apr 1984) - Alternate I	APR 1984
52.251-1	Government Supply Sources	APR 1984
52.253-1	Computer Generated Forms	JAN 1991
252.203-7001	Prohibition On Persons Convicted of Fraud or Other Defense-Contract-Related Felonies	MAR 1999
252.209-7000	Acquisition From Subcontractors Subject To On-Site Inspection Under The Intermediate Range Nuclear Forces (INF) Treaty	NOV 1995
252.204-7000	Disclosure Of Information	DEC 1991
252.204-7004	Required Central Contractor Registration	MAR 2000
252.205-7000	Provisions Of Information To Cooperative Agreement Holders	DEC 1991

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252.209-7001	Disclosure of Ownership or Control by the Government of a Terrorist Country	MAR 1998
252.209-7004	Subcontracting With Firms That Are Owned or Controlled By The Government of a Terrorist Country	MAR 1998
252.209-7003	Compliance With Veterans' Employment Reporting Requirements	MAR 1998
252.215-7000	Pricing Adjustments	DEC 1991
252.219-7003	Small, Small Disadvantaged and Women-Owned Small Business Subcontracting Plan (DOD Contracts)	APR 1996
252.223-7004	Drug Free Work Force	SEP 1988
252.225-7001	Buy American Act And Balance Of Payments Program	MAR 1998
252.225-7002	Qualifying Country Sources As Subcontractors	DEC 1991
252.225-7012	Preference For Certain Domestic Commodities	AUG 2000
252.225-7017	Prohibition on Award to Companies Owned by the People's Republic of China	FEB 2000
252.225-7031	Secondary Arab Boycott Of Israel	JUN 1992
252.225-7037	Duty Free Entry--Eligible End Products	AUG 2000
252.227-7013	Rights in Technical Data--Noncommercial Items	NOV 1995
252.227-7014	Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation	JUN 1995
252.227-7030	Technical Data--Withholding Of Payment	MAR 2000
252.227-7032	Rights In Technical Data And Computer Software (Foreign)	JUN 1975
252.227-7037	Validation of Restrictive Markings on Technical Data	SEP 1999
252.231-7000	Supplemental Cost Principles	DEC 1991
252.243-7002	Requests for Equitable Adjustment	MAR 1998
252.246-7000	Material Inspection And Receiving Report	DEC 1991
252.246-7001	Warranty Of Data	DEC 1991
252.247-7023	Transportation of Supplies by Sea	MAR 2000
252.247-7024	Notification Of Transportation Of Supplies By Sea	MAR 2000
252.251-7000	Ordering From Government Supply Sources	MAY 1995
252.223-7006	Prohibition On Storage And Disposal Of Toxic And Hazardous Materials	APR 1993
52.219-4	Notice of Price Evaluation Preference for HUBZone Small Business Concerns	JAN 1999
52.219-9	Small Business Subcontracting Plan	OCT 2000
52.219-9 Alt II	Small Business Subcontracting Plan (Oct 2000) Alternate II	OCT 2000

CLAUSES INCORPORATED BY FULL TEXT

52.216-22 INDEFINITE QUANTITY. (OCT 1995)

(a) This is an indefinite-quantity contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in

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the Schedule up to and including the quantity designated in the Schedule as the "maximum". The Government shall order at least the quantity of supplies or services designated in the Schedule as the "minimum".

(c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after **90 days after contract expiration**.

(End of clause)

52.216-19 ORDER LIMITATIONS. (OCT 1995)

(a) Minimum order. When the Government requires supplies or services covered by this contract in an amount of less than **\$500.00**, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) Maximum order. The Contractor is not obligated to honor:

(1) Any order for a single item in excess of **the allowable contract ceiling**.

(2) Any order for a combination of items in excess of **the allowable contract ceiling**; or

(3) A series of orders from the same ordering office within **seven** days that together call for quantities exceeding the limitation in subparagraph (1) or (2) above.

(c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) above.

(d) Notwithstanding paragraphs (b) and (c) above, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within **seven** days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

(End of clause)

ISSUANCE OF ORDERS USING STREAMLINED PROCEDURES (FEB 2000) (NAVSEA/IHD)

(a) In general, orders will be issued under this contract using the following streamlined procedures:

(1) For each proposed order, the contracting officer will provide the contractor with a statement of work (SOW) and an independent Government cost estimate (IGCE).

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(2) Within three (3) working days of receipt of the SOW and IGCE, the contractor will respond with a confirmation letter agreeing to perform the SOW within the IGCE. If the requirement remains valid and the contracting officer determines the IGCE to represent a fair and reasonable price, a fully negotiated, priced order will be issued to the contractor.

(3) If the contractor does not agree with the SOW and/or IGCE, a proposal will be submitted to the contracting officer within five (5) working days of receipt of the SOW and IGCE, addressing only the specific areas of differences. Once the differences are resolved between the contracting officer and the contractor, and the contracting officer determines that the price is fair and reasonable, a fully negotiated, priced order will be issued to the contractor.

(b) There may be occasions when the Government determines, in circumstances of emergency or exigency, that the need for specific supplies or services is unusually urgent. On such occasions, the Ordering Officer may issue an order based solely on the Government estimate, requiring the contractor to provide the supplies or services specified without having an opportunity to review the Government estimate before the order is issued. This type of order shall be a unilaterally priced order.

(c) The unilaterally priced order shall specify the estimated cost and fee and the desired delivery schedule for the work being ordered. The Government's desired delivery shall apply unless the Ordering Officer receives written notification from the Contractor within fifteen (15) days after receipt of the order that the proposed delivery schedule is not acceptable. Such notification shall propose an alternative delivery schedule. The Contractor shall either provide written acceptance of the order or submit its cost proposal within thirty (30) days after receipt of the order.

(d) The Government has no obligation to pay for the supplies or services ordered until the actual price and delivery schedule have been negotiated. In no event shall the costs incurred exceed the estimated cost of the order before the proposal is submitted.

(e) The contractor shall include in its proposal a statement of costs incurred and an estimate of costs expected to complete the work. Data supporting the accuracy and reliability of the cost estimate should also be included. After submission of the contractor's cost proposal and supporting data, the contractor and the Ordering Officer shall negotiate a bilateral modification to the original order finalizing the price and delivery schedule, which will be specified in a bilateral modification to the original order.

(f) Should the Ordering Officer and the contractor be unable to reach an agreement as to the terms of the order, the conflict shall be referred to the Contracting officer who shall issue such direction as is required by the circumstances. If a bilateral agreement is not negotiated within sixty (60) days after submission of the contractor's cost proposal, the Contracting Officer will issue a modification to the unilaterally priced order which establishes the Government's total estimated cost for the order. This price will remain in effect unless the contractor requests the price to be negotiated by submission of a proposal.

(g) Failure to arrive at an agreement shall be considered a dispute in accordance with the clause entitled "Disputes."

52.216-18 ORDERING. (OCT 1995)

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(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from the date of award through 60 months thereafter provided options are exercised.

(b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

(c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within **365 days after the effective date of the contract or within 365 days after exercising a previous option**; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least **60** days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 5 years.
(End of clause)

52.244-6 SUBCONTRACTS FOR COMMERCIAL ITEMS AND COMMERCIAL COMPONENTS (MAR 2001)

(a) Definitions. As used this clause--

"Commercial item", has the meaning contained in the clause at 52.202-1, Definitions.

"Subcontract", includes a transfer of commercial items between divisions, subsidiaries, or affiliates of the Contractor or subcontractor at any tier.

(b) To the maximum extent practicable, the Contractor shall incorporate, and require its subcontractors at all tiers to incorporate, commercial items or nondevelopmental items as components of items to be supplied under this contract.

(c)(1) The following clauses shall be flowed down to subcontracts for commercial items:

(i) 52.219-8, Utilization of Small Business Concerns (OCT 2000) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$500,000 (\$1,000,000 for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(ii) 52.222-26, Equal Opportunity (FEB 1999) (E.O. 11246).

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(iii) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (APR 1998) (38 U.S.C. 4212(a)).

(iv) 52.222-36, Affirmative Action for Workers with Disabilities (JUN 1998) (29 U.S.C. 793).

(v) 52.247-64, Preference for Privately Owned U.S.-Flagged Commercial Vessels (JUN 2000) (46 U.S.C. Appx 1241) (flowdown not required for subcontracts awarded beginning May 1, 1996).

(2) While not required, the Contractor may flow down to subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(d) The Contractor shall include the terms of this clause, including this paragraph (d), in subcontracts awarded under this contract.

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://www.arnet.gov/far/>

<http://www.acq.osd.mil/dp/dars/dfars/dfars.html>

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SECTION J List of Documents, Exhibits and Other Attachments

1. Contract Administration Plan
2. Wage Determination
3. DD 254 Department of Defense Contract security Classification Specification *
4. Past Performance Questionnaire Cover Sheet
5. Past Performance Questionnaire Interview Sheet
6. Past Performance Matrix
7. DD 1423/1664
8. Personnel Staffing Matrix

NOTE: THE ABOVE DOCUMENTS ARE LOCATED AT THE END OF THE SOLICITATION

* A COMPLETED DD254 WILL BE PROVIDED AT THE TIME OF AWARD.

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SECTION K Representations, Certifications and Other Statements of Offerors

CLAUSES INCORPORATED BY REFERENCE:

252.209-7003 Compliance With Veterans' Employment Reporting Requirements MAR 1998

CLAUSES INCORPORATED BY FULL TEXT

52.203-11 CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS (APR 1991)

(a) The definitions and prohibitions contained in the clause, at FAR 52.203-12, Limitation on Payments to Influence Certain Federal Transactions, included in this solicitation, are hereby incorporated by reference in paragraph (b) of this Certification.

(b) The offeror, by signing its offer, hereby certifies to the best of his or her knowledge and belief that on or after December 23, 1989,--

(1) No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress on his or her behalf in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement;

(2) If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress on his or her behalf in connection with this solicitation, the offeror shall complete and submit, with its offer, OMB standard form LLL, Disclosure of Lobbying Activities, to the Contracting Officer; and

(3) He or she will include the language of this certification in all subcontract awards at any tier and require that all recipients of subcontract awards in excess of \$100,000 shall certify and disclose accordingly.

(c) Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by section 1352, title 31, United States Code. Any person who makes an expenditure prohibited under this provision, shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

(End of provision)

52.204-3 TAXPAYER IDENTIFICATION (OCT 1998)

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(a) Definitions.

Common parent, as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member.

Taxpayer Identification Number (TIN), as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

(b) All offerors must submit the information required in paragraphs (d) through (f) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements described in Federal Acquisition Regulation (FAR) 4.904, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(d) Taxpayer Identification Number (TIN).

___ TIN:-----

___ TIN has been applied for.

___ TIN is not required because:

___ Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

___ Offeror is an agency or instrumentality of a foreign government;

___ Offeror is an agency or instrumentality of the Federal Government.

(e) Type of organization.

___ Sole proprietorship;

___ Partnership;

___ Corporate entity (not tax-exempt);

___ Corporate entity (tax-exempt);

___ Government entity (Federal, State, or local);

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___ Foreign government;

___ International organization per 26 CFR 1.6049-4;

___ Other-----

(f) Common parent.

___ Offeror is not owned or controlled by a common parent as defined in paragraph (a) of this provision.

___ Name and TIN of common parent:

Name-----

TIN-----

(End of provision)

52.209-5 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS (APR 2001)

(a)(1) The Offeror certifies, to the best of its knowledge and belief, that--

(i) The Offeror and/or any of its Principals--

(A) Are () are not () presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(B) Have () have not (), within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are () are not () presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in subdivision (a)(1)(i)(D) of this provision.

(ii) The Offeror has () has not (), within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(D) Have () have not (), within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(E) Are () are not () presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in subdivision (a)(1)(i)(B) of this provision.

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(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

THIS CERTIFICATION CONCERNS A MATTER WITHIN THE JURISDICTION OF AN AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE, FICTITIOUS, OR FRAUDULENT CERTIFICATION MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER SECTION 1001, TITLE 18, UNITED STATES CODE.

(b) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror nonresponsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

(End of provision)

52.219-1 SMALL BUSINESS PROGRAM REPRESENTATIONS (MAR 2001)

(a)(1) The North American Industry Classification System (NAICS) code for this acquisition is **541330**.

(2) The small business size standard is **\$20 MILLION**.

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

(b) Representations. (1) The offeror represents as part of its offer that it () is, () is not a small business concern.

(2) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents, for general statistical purposes, that it () is, () is not a small disadvantaged business concern as defined in 13 CFR 124.1002.

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(3) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents as part of its offer that it () is, () is not a women-owned small business concern.

(4) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents as part of its offer that it () is, () is not a veteran-owned small business concern.

(5) (Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (b)(4) of this provision.) The offeror represents as part of its offer that it () is, () is not a service-disabled veteran-owned small business concern.

ALTERNATE I (OCT 2000)

(6) (Complete only if offeror represented itself as small business concern in paragraph (b)(1) of this provision). The offeror represents, as part of its offer, that--

(i) It () is, () is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material change in ownership and control, principal office, or HUBZone employee percentage has occurred since it was certified by the Small Business Administration in accordance with 13 CFR Part 126; and

(ii) It () is, () is not a joint venture that complies with the requirements of 13 CFR Part 126, and the representation in paragraph (b)(6)(i) of this provision is accurate for the HUBZone small business concern or concerns that are participating in the joint venture. (The offeror shall enter the name or names of the HUBZone small business concern or concerns that are participating in the joint venture: _____.) Each HUBZone small business concern participating in the joint venture shall submit a separate signed copy of the HUBZone representation.

ALTERNATE II (OCT 2000)

(7) (Complete if offeror represented itself as disadvantaged in paragraph (b)(2) of this provision.) The offeror shall check the category in which its ownership falls:

() Black American.

() Hispanic American.

() Native American (American Indians, Eskimos, Aleuts, or Native Hawaiians).

() Asian-Pacific American (persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru).

() Subcontinent Asian (Asian-Indian) American (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal).

(c) Definitions. As used in this provision--

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Service-disabled veteran-owned small business concern--

(1) Means a small business concern--

(i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

"Small business concern," means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and the size standard in paragraph (a) of this provision.

Veteran-owned small business concern means a small business concern--

(1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

(2) The management and daily business operations of which are controlled by one or more veterans.

"Women-owned small business concern," means a small business concern --

(1) That is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

(d) Notice.

(1) If this solicitation is for supplies and has been set aside, in whole or in part, for small business concerns, then the clause in this solicitation providing notice of the set-aside contains restrictions on the source of the end items to be furnished.

(2) Under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small, HUBZone small, small disadvantaged, or women-owned small business concern in order to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9, or 15 of the Small Business Act or any other provision of Federal law that specifically references section 8(d) for a definition of program eligibility, shall--

(i) Be punished by imposition of fine, imprisonment, or both;

(ii) Be subject to administrative remedies, including suspension and debarment; and

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(iii) Be ineligible for participation in programs conducted under the authority of the Act.

(End of provision)

52.222-25 AFFIRMATIVE ACTION COMPLIANCE (APR 1984)

The offeror represents that

(a) ☐ it has developed and has on file, ☐ has not developed and does not have on file, at each establishment, affirmative action programs required by the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2), or

(b) ☐ has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

(End of provision)

252.209-7001 DISCLOSURE OF OWNERSHIP OR CONTROL BY THE GOVERNMENT OF A TERRORIST COUNTRY (MAR 1998)

(a) "Definitions."

As used in this provision --

(a) "Government of a terrorist country" includes the state and the government of a terrorist country, as well as any political subdivision, agency, or instrumentality thereof.

(2) "Terrorist country" means a country determined by the Secretary of State, under section 6(j)(1)(A) of the Export Administration Act of 1979 (50 U.S.C. App. 2405(j)(i)(A)), to be a country the government of which has repeatedly provided support for such acts of international terrorism. As of the date of this provision, terrorist countries include: Cuba, Iran, Iraq, Libya, North Korea, Sudan, and Syria.

(3) "Significant interest" means --

(i) Ownership of or beneficial interest in 5 percent or more of the firm's or subsidiary's securities. Beneficial interest includes holding 5 percent or more of any class of the firm's securities in "nominee shares," "street names," or some other method of holding securities that does not disclose the beneficial owner;

(ii) Holding a management position in the firm, such as a director or officer;

(iii) Ability to control or influence the election, appointment, or tenure of directors or officers in the firm;

(iv) Ownership of 10 percent or more of the assets of a firm such as equipment, buildings, real estate, or other tangible assets of the firm; or

(v) Holding 50 percent or more of the indebtedness of a firm.

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(b) "Prohibition on award."

In accordance with 10 U.S.C. 2327, no contract may be awarded to a firm or a subsidiary of a firm if the government of a terrorist country has a significant interest in the firm or subsidiary or, in the case of a subsidiary, the firm that owns the subsidiary, unless a waiver is granted by the Secretary of Defense.

(c) "Disclosure."

If the government of a terrorist country has a significant interest in the Offeror or a subsidiary of the Offeror, the Offeror shall disclosure such interest in an attachment to its offer. If the Offeror is a subsidiary, it shall also disclose any significant interest the government of a terrorist country has in any firm that owns or controls the subsidiary. The disclosure shall include --

(1) Identification of each government holding a significant interest; and

(2) A description of the significant interest held by each government.

(End of provision)

252.227-7028 TECHNICAL DATA OR COMPUTER SOFTWARE PREVIOUSLY DELIVERED TO THE GOVERNMENT (JUN 1995)

The Offeror shall attach to its offer an identification of all documents or other media incorporating technical data or computer software it intends to deliver under this contract with other than unlimited rights that are identical or substantially similar to documents or other media that the Offeror has produced for, delivered to, or is obligated to deliver to the Government under any contract or subcontract. The attachment shall identify--

(a) The contract number under which the data or software were produced;

(b) The contract number under which, and the name and address of the organization to whom, the data or software were most recently delivered or will be delivered; and

(c) Any limitations on the Government's rights to use or disclose the data or software, including, when applicable, identification of the earliest date the limitations expire.

(End of clause)

252.247-7022 REPRESENTATION OF EXTENT OF TRANSPORTATION BY SEA (AUG 1992)

(a) The Offeror shall indicate by checking the appropriate blank in paragraph (b) of this provision whether transportation of supplies by sea is anticipated under the resultant contract. The term supplies is defined in the Transportation of Supplies by Sea clause of this solicitation.

(b) Representation. The Offeror represents that it:

____ (1) Does anticipate that supplies will be transported by sea in the performance of any contract or subcontract resulting from this solicitation.

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____ (2) Does not anticipate that supplies will be transported by sea in the performance of any contract or subcontract resulting from this solicitation.

(c) Any contract resulting from this solicitation will include the Transportation of Supplies by Sea clause. If the Offeror represents that it will not use ocean transportation, the resulting contract will also include the Defense FAR Supplement clause at 252.247-7024, Notification of Transportation of Supplies by Sea.

(End of provision)

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SECTION L Instructions, Conditions and Notices to Bidders

CLAUSES INCORPORATED BY REFERENCE:

52.204-6	Data Universal Numbering System (DUNS) Number	JUN 1999
252.204-7001	Commercial And Government Entity (CAGE) Code Reporting	AUG 1999

CLAUSES INCORPORATED BY FULL TEXT

52.211-14 NOTICE OF PRIORITY RATING FOR NATIONAL DEFENSE USE (SEP 1990)

Any contract awarded as a result of this solicitation will be DX rated order; (X) DO rated order certified for national defense use under the Defense Priorities and Allocations System (DPAS) (15 CFR 700), and the Contractor will be required to follow all of the requirements of this regulation. [Contracting Officer check appropriate box.]

(End of provision)

52.215-20 REQUIREMENTS FOR COST OR PRICING DATA OR INFORMATION OTHER THAN COST OR PRICING DATA (OCT 1997)

(a) Exceptions from cost or pricing data. (1) In lieu of submitting cost or pricing data, offerors may submit a written request for exception by submitting the information described in the following subparagraphs. The Contracting Officer may require additional supporting information, but only to the extent necessary to determine whether an exception should be granted, and whether the price is fair and reasonable.

(i) Identification of the law or regulation establishing the price offered. If the price is controlled under law by periodic rulings, reviews, or similar actions of a governmental body, attach a copy of the controlling document, unless it was previously submitted to the contracting office.

(ii) Commercial item exception. For a commercial item exception, the offeror shall submit, at a minimum, information on prices at which the same item or similar items have previously been sold in the commercial market that is adequate for evaluating the reasonableness of the price for this acquisition. Such information may include--

(A) For catalog items, a copy of or identification of the catalog and its date, or the appropriate pages for the offered items, or a statement that the catalog is on file in the buying office to which the proposal is being submitted. Provide a copy or describe current discount policies and price lists (published or unpublished), e.g., wholesale, original equipment manufacturer, or reseller. Also explain the basis of each offered price and its relationship to the established catalog price, including how the proposed price relates to the price of recent sales in quantities similar to the proposed quantities;

(B) For market-priced items, the source and date or period of the market quotation or other basis for market price, the base amount, and applicable discounts. In addition, describe the nature of the market;

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(C) For items included on an active Federal Supply Service Multiple Award Schedule contract, proof that an exception has been granted for the schedule item.

(2) The offeror grants the Contracting Officer or an authorized representative the right to examine, at any time before award, books, records, documents, or other directly pertinent records to verify any request for an exception under this provision, and the reasonableness of price. For items priced using catalog or market prices, or law or regulation, access does not extend to cost or profit information or other data relevant solely to the offeror's determination of the prices to be offered in the catalog or marketplace.

(b) Requirements for cost or pricing data. If the offeror is not granted an exception from the requirement to submit cost or pricing data, the following applies:

(1) The offeror shall prepare and submit cost or pricing data and supporting attachments in accordance with Table 15-2 of FAR 15.408.

As soon as practicable after agreement on price, but before contract award (except for unpriced actions such as letter contracts), the offeror shall submit a Certificate of Current Cost or Pricing Data, as prescribed by FAR 15.406-2.

(End of provision)

52.216-1 TYPE OF CONTRACT (APR 1984)

The Government contemplates award of a Cost Plus Fixed Fee Indefinite Quantity Indefinite Delivery Level of Effort contract resulting from this solicitation.

(End of clause)

52.233-2 SERVICE OF PROTEST (AUG 1996)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from

NAVSEA INDIAN HEAD DIVISION
SUPPLY DEPARTMENT
ATTN: MR. DAVID E. HALL, CODE 1142B
101 STRAUSS AVENUE
INDIAN HEAD, MARYLAND 20640-5035

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of provision)

52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

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This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

<http://www.arnet.gov/far>
<http://www.acq.osd.mil/dp/dars/dfars/dfars.html>

SECTION L PROPOSAL REQUIREMENTS (APR 1997) (NSWCIHD)

THE OFFEROR SHALL PROVIDE THE FOLLOWING INFORMATION:

GENERAL INFORMATION: Each offeror must submit an offer/proposal and other written information in strict accordance with these instructions. When evaluating an offeror the Government will consider how well the offeror complied with both the letter and spirit of these instructions. The government will consider any failure on the part of the offeror to comply with both the letter and the spirit of these instructions to be an indication of the type of conduct it can expect during contract performance. Therefore, the Government encourages offerors to contact the contracting officer by telephone, facsimile transmission, e-mail, or mail in order to request an explanation of any aspect of these instructions.

OFFERORS SHALL ADDRESS THE FOLLOWING FACTORS: (Listed in order of importance)

- A. Offeror Submission
- B. Offeror Capability
- C. Cost/Price

A. OFFEROR SUBMISSION

Offeror submission is defined as the information, **all the information**, required by the RFP. An offeror must provide all the information in the explicit format required by the RFP and adhere explicitly to the instructions of this RFP in submitting the information. Failure to do so may result in an offeror's submission being determined unacceptable. An offeror's submission shall consist of, without exception, the following:

Volume I - The offer/proposal, containing the SF33 duly signed, all sections (A thru J) of the uniform contract format with all the information required by each section/clause provided. (2 Copies)

Volume II – The capability information required by the Offeror Capability factor as set forth below. (4 Copies) A completed Section K Representations and Certifications of the Offeror contained in the RFP and, if a large business offeror, a Small Business Subcontracting Plan.

Volume III – The cost/price information. (2 Copies)

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B. OFFEROR CAPABILITY

Volume II shall not exceed 25 single side pages using Times New Roman (or similar) font not less than 10 pitch. The past performance, the resume information, and the key personnel summary are excluded from the 25 page limitation.

OFFEROR SHALL ADDRESS THE FOLLOWING CAPABILITY SUBFACTORS: (In order of importance unless otherwise noted)

B1) OFFEROR EXPERIENCE

The offeror shall provide evidence that demonstrates, during the past five (5) years, the opportunity to learn about relevant work processes and procedures and about the nature, difficulties, uncertainties, and risks associated with performing the kind of work required under the prospective contract. Specific reference shall be made to the specific statement of work task area to which the offeror thinks the experience is relevant. The offeror shall identify Federal, state, and local governments, colleges, universities, research organizations and other private sector contracts performed by them in the last five (5) years including contract number, point of contact, address/telephone number of person who can substantiate the information provided. Offeror shall identify whether the work was performed as a prime contractor or as a subcontractor. Offeror shall provide information on problems encountered on the identified contracts and the corrective actions taken to resolve those issues.

Offeror shall not parrot the Statement of Work task descriptions. This shall be considered ineffective in supporting the offeror's experience gained in a particular task area.

B2) PERSONNEL

The offeror shall demonstrate to what extent ALL (key as well as non-key) proposed personnel meet the qualifications of their respective labor category referenced in Section C, the section entitled Personnel Qualifications. Current information about their work experience, education, and whether the person is presently employed with the prime or a teamed subcontractor member or if the person is being offered under a letter of intent. This information shall be submitted on the Personnel Matrix referenced in Section J of the RFP and attached thereto.

Additionally, the offeror shall provide a resume (not to exceed five (5) pages) for the proposed program manager(s). Other key personnel (key personnel labor categories are identified in Section C) shall be addressed in a key personnel summary describing specific experience and specialized qualifications (not to exceed five (5) pages). One program manager shall be designated as the principal program manager that will be assigned as the government's principal point of contact under the contract should the offeror receive an award. The program manager must be currently employed by the offeror or a contingent letter signed by both parties must be provided. The resume information and key personnel summary information are excluded from the 25 page limitation.

B3) CORPORATE MANAGEMENT

Offeror shall address the following:

- i) the methods the offeror intends to use to maintain close liaison with the Contracting Officer's Representative (COR) and the program office; method of overall supervision and immediate supervision of work tasks at the corporate level and at the work site;

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- ii) how each subcontractor will be integrated into the overall management approach; the method and allocation of subcontractor resources of performance of tasks; provide evidence of any previous associations, if any, with teamed sub members;
- iii) details of the reporting system available for monitoring qualitative and quantitative aspects of contract performance including financial monitoring and reporting; plan for controlling costs and ensuring quality of deliverables;
- iv) brief demonstration of information technology equipment/software available for deployment in the performance of tasks

B4) PAST PERFORMANCE (Past Performance shall be evaluated by the contracting officer or a designee) (Past Performance is equal in value to B1,B2, and B3 combined)

Past performance is a measure of the degree to which an offeror, as an organization, has during the past three (3) years: (1) satisfied its customers, and (2) complies with federal, state, and local laws and regulations and (3) (if a large business) met its small business subcontracting goals.. The offeror shall provide a list of references using the Past Performance Matrix attached hereto, who will be able to provide information regarding the offerors past performance during the past three (3) years regarding: (1) the quality and timeliness of the offerors work; (2) the reasonableness of its prices, costs, and claims; (3) the reasonableness of its business behavior – its willingness to cooperate and helpfulness in solving problems; and (4) its concern for the interests of its customers.

The offeror will submit the Past Performance Questionnaire (attached hereto) to each of the references listed on the Past Performance Matrix listed in Section J (and attached hereto) of this solicitation. A minimum of three (3) are required. The offeror shall instruct the references to complete the Past Performance Questionnaire and return it directly to:

**Naval Surface Warfare Center
101 Strauss Avenue
Indian Head MD 20640-5035
Attn: Donna Chaney, Code 1142B, Bldg. 1558**

The offerors selected references must be listed on the Past Performance Matrix. **Failure of the references to submit the Past Performance Questionnaire to the contract specialist within the requested timeframe may result in the inability of the government to rank the offerors past performance.**

Offerors shall provide the past performance information or affirmatively state that it possesses no relevant, directly related, or similar past performance or risk being determined ineligible for award. Failure of an offeror's references to respond within the allotted time frame will result in the inability of the Government to rank the offeror's past performance and may effect the overall LOCAR. The government reserves the right to obtain any and all past performance information from its own and other sources and use that information to arrive at its past performance rating.

B5) SMALL BUSINESS SUBCONTRACTING PLAN (applies to large business offerors only) Offeror's response to this subelement is exempt from the 25 page limitation and there is no page limit restriction on the subcontracting plan. The subcontracting plan will be evaluated by the contracting officer or designee. Offeror's subcontracting plan shall become part of any resultant contract.

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Offerors shall submit a small business subcontracting plan in accordance with FAR 52.219-9 (Oct 2000) (see also 252.219-7003 (Apr 1996)). The offeror's small business subcontracting plan shall include all eleven (11) items cited in FAR clause 52.219-1, subparagraph d (1) through (11). The Navy's subcontracting goals for this requirement are: 23% of the effort for Small Businesses; 5% of the effort for Small Disadvantaged Businesses; 5% of the effort for Small Women-Owned Businesses; 3% of the effort for Veteran-Owned Businesses; and 2% of the effort for HUBZone Businesses. Offerors submitting Small Business Subcontracting Plans per FAR clause 52.219-9 "Small Business Subcontracting Plan" (Oct 2001) and DFARS clause 252.219-7003, "Small, Small Disadvantaged and Women-Owned Small Business Subcontracting Plan (DoD Contracts)" (Apr 1996) which reflect a Small Disadvantaged Business (SDB) goal of less than five percent shall also provide, as a part of the subcontracting plan submission, those extenuating circumstances of why a five percent SDB goal cannot be proposed.

C. COST/PRICE INFORMATION

The cost/price proposal shall include a complete cost breakdown with all supporting information stating the basis for the amount of each cost element, i.e., base labor rate, overhead, G & A, fee/profit, etc. Detail on (if applicable) materials, incidentals, and subcontract costs shall also be provided. Offeror's shall submit a breakdown of their cost proposals on **disk in Excel 5.0 format**.

The cost/price proposal shall include information regarding the general financial condition of the offeror and specific plans for financing the proposed contract. The Government does not intend to provide any financial assistance. The proposal shall clearly show individual rates and indicate the application of those rates to the selected base is in accordance with the offerors approved accounting practices. Each offeror shall fully explain the basis for the amount of each cost element and how the amount was developed providing complete justification for use in determining the proposed costs fair and reasonable.

The offeror shall furnish the name, **phone number**, location and point of contact of the assigned DCAA office as part of the cost/price proposal.

IHD 196

LEVEL OF EFFORT - FOR EVALUATION PURPOSES ONLY (FEB 2000) (NAVSEA/IHD)

This estimated composition of the total man-hours of direct labor by classification and ODCS NTE is as follows:

LABOR CATEGORY	ESTIMATED YEARLY HOURS
Senior Executive	9,573
Program Manager	1,223
Senior Staff Technologist	13,136
Staff Technologist	13,136
Senior Engineer	40,000
Engineer	38,364
Junior Engineer	35,095
Senior Analyst	13,536
Analyst	12,668
Computer Specialist	6,945
Automated Information Systems Specialist	6,945

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Data Management Specialist	10,040
Logistics Specialist	6,645
Administrative Assistant	10,509
Technical Information Specialist	5,254
Engineering Technician	6,475
Word Processor	10,508
Illustrator/Draftsman	3,289
Graphic Artist	6,659
TOTAL	250,000

THIS SAME (ESTIMATED) LEVEL OF EFFORT SHALL APPLY TO EACH YEAR OF THE CONTRACT PROVIDING THAT ALL OPTIONS ARE EXERCISED.

REQUIREMENTS CONCERNING WORK WEEK (NAVSEA) (MAY 1993)

- (a) Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work.
- (b) The offeror may include uncompensated effort in its proposed level of effort if:
- (1) The offeror has an established cost accounting system, approved by the Defense Contract Audit Agency, which records all hours worked, including uncompensated hours, for all employees, and regardless of contract type.
 - (2) Uncompensated hours, for all employees and regardless of contract type, are included in the offeror's base for allocation of overhead costs.
 - (3) The proposal identifies hours of uncompensated effort proposed by labor category.
 - (4) The proposal identifies the amount of uncompensated effort which will be performed without supervision and without support personnel and assesses the productivity of such effort.
 - (5) The proposal describes the extent to which employees are required or encouraged to perform uncompensated effort and the impact the use of uncompensated effort has on work effectiveness.
 - (6) The proposal includes a copy of the corporate policy addressing uncompensated effort.
- (c) The above information must be provided for each subcontract which has uncompensated effort included in the proposed level of effort.
- (d) Any proposal which includes uncompensated effort in the proposed level of effort not in compliance with the above may be rejected.

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NOTIFICATION OF POTENTIAL ORGANIZATIONAL CONFLICT(S) OF INTEREST (NAVSEA) (JUN 1994)

(a) Offerors are reminded that certain existing contractual arrangements may preclude, restrict or limit participation, in whole or in part, as either a subcontractor or as a prime contractor under this competitive procurement. Of primary concern are those contractual arrangements in which the Offeror provides support to the Department of Defense, or related laboratories (if applicable), in support of operation of the office or any of its programs. General guidance may be found in FAR 9.505; however, this guidance is not all inclusive. The Offeror's attention is directed to the "Organizational Conflict of Interest" (or similar) requirement which may be contained in current or completed contract(s) which prohibits the prime or subcontractor from providing certain supplies or services to the Government as described above during the period of the current "support" contract(s) or for a period after completion of the "support" contract(s). Notwithstanding the existence or non-existence of an Organizational Conflict of Interest (OCI) clause or similar requirement in current or completed contract(s), the offeror shall comply with FAR 9.5 and identify whether an OCI exists and not rely solely on the presence of an OCI requirement.

(b) If a potential conflict of interest exists at any tier, each potential prime offeror is requested to notify the Contracting Officer within 14 days of the date of this solicitation. The Offeror shall provide: (1) the contract number and name and phone number of the Contracting Officer for the contract which gives rise to a potential organizational conflict of interest; (2) a copy of the requirement; (3) the statement of work (or technical instruction) from the existing contract; (4) a brief description of the type of work to be performed by each subcontractor under the competitive procurement; and (5) any additional information the Contracting Officer should consider in making a determination of whether a conflict of interest exists. The Government may independently verify the information received from the offeror. Notwithstanding the above, the Government reserves the right to determine whether a conflict of interest exists based on any information received from any source.

(c) The Government will notify an offeror of any conflict of interest within 14 days of receipt of all required information. Those offerors deemed to have a conflict of interest may be ineligible for award. Failure to provide the information in a timely manner does not waive the Government's rights to make a conflict of interest determination. The offeror is notified that if it expends time and money on proposal preparation, such expenditure is at its own risk that the Government will not determine that an organizational conflict of interest exists.

(d) Any potential prime contractor which proposes a subcontractor later determined to have a conflict of interest and deemed ineligible to participate in the current competition, may not be granted the opportunity to revise its proposal to remove the ineligible subcontractor. The Government reserves the right to determine which offerors remain in the competitive range through the normal source selection process.

(e) If the offeror determines that a potential organizational conflict of interest does not exist at any tier, the offeror shall include a statement to that effect in its response to this solicitation.

SUBSTITUTION OF PREVIOUSLY APPROVED SINGLE PROCESS INITIATIVE (NAVSEA) (MAY 1998)

Your proposal shall identify where you are substituting your previously approved Single Process Initiative (SPI) processes for specified requirements. In addition, offerors shall provide the information required by DFARS 252.211-7005, paragraph (c).

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SELECTED COST DATA FOR INDEFINITE DELIVERY CONTRACTS (FEB 2000) (NAVSEA/IHD)

To assist the Government in determining cost reasonableness/realism for this effort, it is required that you provide enough detailed cost information with your offer to make this determination. In preparing your cost proposal, it is essential that you breakout and identify separately for each year of the contract, the following types of cost elements listed below. The following is only an example of the various types of cost elements which may be applicable but not necessarily limited to:

(a) **DIRECT LABOR** - Identify the various labor categories intended for use under this contract including the number of labor hours, labor rates, and total cost for each labor category proposed for each year of the contract. The labor specified under this category shall only be for the prime contractor's direct labor and shall not include any subcontracted labor. (See subcontracted labor below).

(b) **FRINGE BENEFITS** - If applicable and in accordance with your normal accounting procedures, identify the fringe benefit rate(s) and total fringe benefit cost being proposed and identify the cost elements for which the fringe benefit rate is being applied.

(c) **OVERHEAD** - Identify the current and/or projected overhead rate(s) and total overhead cost being proposed under this solicitation and identify the various cost elements for which overhead is being applied.

(d) **SUBCONTRACTING LABOR** - Identify (if applicable), any proposed subcontracting labor intended for use under this contract. Identify the labor categories for which subcontracting is being proposed and include the subcontractor's direct labor rates, number of hours proposed for each labor category, fringe benefits, overhead, G&A, fee, etc., that has been submitted by the subcontractor to the prime contractor for consideration under this contract.

(e) **OTHER** - (1) Direct Cost - Identify any other direct cost elements being proposed which are not included above but are applicable to your cost proposal, e.g., royalties, Facilities Capital Cost of Money, special tooling, travel, computer usage, etc. Include the basis for the proposed amount. (2) Indirect cost - Identify any other indirect cost element being proposed which has not been included above and identify the various cost elements for which the rate is applied.

(f) **GENERAL & ADMINISTRATIVE EXPENSE** - Identify the G&A rate(s) and the total G&A cost proposed and identify the various cost elements for which the G&A is being applied.

(g) **FEE** - Identify the fee rate and total amount proposed and identify the various cost elements for which the fee is being applied.

FACILITY SECURITY CLEARANCE (NAVSEA) (SEP 1990)

(a) No award will be made to any offeror which does not possess a facility security clearance issued by the Defense Investigative Service at the _ level. Naval Sea Systems Command will initiate appropriate security clearance action for

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any apparent successful offeror which does not already possess such clearance. The Government is not obligated to delay award pending security clearance of any offeror.

(b) The security classification of this procurement is specified in the Contract Security Classification Specification, DD Form 254, attached hereto.

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SECTION M Evaluation Factors for Award

CLAUSES INCORPORATED BY FULL TEXT

CLAUSES INCORPORATED BY REFERENCE

52.217-5 Evaluation of Options (JUL 1990)

CLAUSES INCORPORATED BY FULL TEXT

COST REALISM (FEB 2000) (NAVSEA/IHD)

Cost realism may be performed as part of the proposal evaluation process. The purpose of this evaluation shall be (1) to verify the offeror's understanding of the requirements; (2) to assess the degree to which the cost/price proposal reflects the approaches and/or risk assessments made in the technical proposal as well as the risk that the offeror will provide the supplies or services for the offered prices/costs; and (3) assess the degree to which the cost included in the cost/price proposal accurately represents the work effort included in the technical proposal. Proposed costs may be adjusted for purposes of evaluation, based upon the results of the cost realism evaluation. When cost realism is performed, the resulting realistic cost estimate shall be used in the evaluation of cost.

SECTION M - EVALUATION FACTORS FOR AWARD

1. GENERAL: The government shall award a contract resulting from this solicitation to the responsible offeror whose submission, containing the offer/proposal, and conforming to the solicitation, represents the best overall value on the basis of an integrated assessment of the evaluation factors for award. Once the government arrives at an expected value for each offeror, the government will make a series of comparisons among the offerors by comparing the expected values to the realized/evaluated price or cost and fee. From these comparisons the government will determine the offeror who offers the best value to the government.

2. The Government will consider any offer (Volume I) that takes exception to any term or condition of the RFP, or that otherwise fails to manifest the offeror's unconditional assent to a term or condition, to be unacceptable, unless the RFP expressly provides that assent to the term or condition in question is not mandatory. Any unauthorized exception or failure will constitute a deficiency (see FAR 15.301). An offeror may eliminate a deficiency in its offer only through discussions, and only if permitted by the Government.

3. Volumes II and III constitute other information and are NOT considered a part of the offer/proposal, Volume I. The government will consider any omission (Volume II and/or III) to be unacceptable and such omission is not considered a deficiency in accordance with FAR 15.301. The Government will assess the extent to which each offeror complied with the instructions in the RFP. The government will consider any failure to comply with these instructions to be indicative of the kind of behavior that it could expect during contract performance and a lack of capability to perform satisfactorily. However, pursuant to FAR 15.306, exchanges of information with the offeror after receipt of submissions may be permitted.

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NAME OF OFFEROR OR CONTRACTOR		

4. Notwithstanding its plan to award without discussions, the Government reserves the right to conduct discussions with offerors in a competitive range, if necessary, and to permit such offerors to revise their offers and/or submissions as authorized by FAR 15.307. The Government also reserves the right to change any of the terms and conditions of the RFP by amendment at any time prior to contract award and to allow offerors to revise their offers and/or submissions accordingly, as authorized by FAR 15.206. The Government intends to award the contract on the basis on initial offers and/or submissions received, without discussion. Therefore, each offer and/or submission should contain the offeror's best terms from a cost/price, capability and past performance standpoint.

2. RELATIVE IMPORTANCE OF THE EVALUATION FACTORS: Since an Offeror's Submission must be acceptable for an offeror to be eligible for award and, since the government will evaluate acceptability on a pass or fail basis, acceptability of the Offeror's Submission is the most important factor. In deciding which of the offerors submitting an acceptable Submission is the best overall value the government will consider an offeror's capability (to include past performance) and the government's level of confidence in that capability to be significantly more important than price.

3. LEVEL OF CONFIDENCE AND EXPECTED VALUE: The government's level of confidence rating (LOCAR) and hence the expected value for each offeror shall be developed on the basis of the offeror's **score for capability subfactors and the offeror's past performance rating**. The government's level of confidence is a **rating** which reflects the degree to which the government believes that an offeror is likely to keep its promises made in the offer, i.e., the determination of the expected value of the promises made by the offeror.

After the evaluation process, offers shall be compared/ranked against each other, based on the scores achieved, to arrive at a decision as to the offer that represents the Best Value to the Government using the LOCAR (Level of Confidence Assessment Rating) method outlined and exemplified below. The government shall consider two ratings (the score for capability subfactors B1,B2, and B3 along with the past performance rating to arrive at its level of confidence for the offeror (the LOCAR) using the following descriptors for the specific range of scores achievable for the LOCAR: (Maximum 1.00)

Most likely to succeed	.95 to 1.00
More likely to succeed	.6 to .94
Fifty/fifty chance of success	.5
More likely to fail	0 to .4

The example below demonstrates how the LOCAR is achieved for each offeror assuming the scenario of scores as shown in the example.

OFFEROR	SUBMISSION ACCEPTABILITY	PAST PERFORMANCE	SUBFACTOR B1,B2 & B3 SCORE	=	LOCAR
A	Pass	Neutral	.9		.8
B	Pass	Good	.7		.6
C	Pass	Excellent	.8		.95
D	Pass	Poor	.5		.3
E *	Fail	N/A	N/A		N/A

* Offeror E's submission was deemed to "fail" in accordance with Factor A, therefore offeror's past performance and other capability information were not evaluated in accordance with Factor A. An offeror whose submission is determined to "fail" receives no further evaluation.

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NAME OF OFFEROR OR CONTRACTOR				

Upon receipt of submissions at RFP closing, acceptability shall be documented. Evaluation of an offeror's submission is a pass/fail factor. In order for an offeror to "pass" the explicit instructions must be adhered to. Evaluation of an offeror's capability information, Volume II, shall be conducted only after an offeror's submission is determined to "pass". A submission deemed to "fail" shall be excluded from further consideration unless, at the discretion of the Contracting Officer, and a determination that it is in the Government's best interest to do so, the Contracting Officer decides to enter into discussions. For an offeror to be eligible for award, an offeror's submission must "pass". Therefore, acceptability of the offeror's submission is the most important factor.

4) LEVEL OF CONFIDENCE AND EXPECTED VALUE: The government's level of confidence rating (LOCAR) and hence the expected value for each offeror shall be developed on the basis of the offeror's **past performance rating** and the offeror's **score for other capability subfactors** as indicated in the chart above. The government's level of confidence is a **rating** which reflects the degree to which the government believes that an offeror is likely to keep its promises made in its submission to the Government, i.e., the determination of the expected value of the promises made by the offeror.

The Expected Value is then determined as follows:

<u>OFFEROR</u>	<u>PROMISED VALUE*</u>	<u>X</u>	<u>LOCAR</u>	<u>=</u>	<u>EXPECTED VALUE</u>	<u>PRICE***</u>
A	100	x	.8	=	80	\$41M
B	100	x	.6	=	60	\$51M
C	100	x	.95	=	95	\$48M
D	100	x	.3	=	30	\$59M
E	0 **	x	0	=	0	\$48M

* All offerors' whose submissions are deemed to "pass" receive a promised value of 100 with respect to their offer. Any offeror's(s') whose submissions are deemed to "fail" receive a promised value of 0.

** Submission deemed to "fail" in accordance with Factor A

*** Evaluated Price

As soon as the expected value has been determined, offerors will be compared making value and price tradeoffs, and award will be made to the offeror(s) whose submission offers the best overall value. If the offeror with the better expected value has the lower price then that offeror is clearly the Best Value. If the offeror with the better expected value has the highest or higher price, then a determination must be made whether the difference in expected value is worth the difference in price. The government reserves the exclusive right to determine which offeror(s) offer the best overall value. In the scenario in the example the government would most likely make a multiple award to offeror A and offeror C.

5. EVALUATION FACTORS (In descending order of importance unless noted)

A. OFFEROR SUBMISSION

B. OFFEROR CAPABILITY (Offeror Capability consists of the following subfactors in descending order of importance unless otherwise noted)

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED N00174-01-R-0038	PAGE 68	OF 68
NAME OF OFFEROR OR CONTRACTOR			

B1) OFFEROR EXPERIENCE

B2) PERSONNEL

B3) CORPORATE MANAGEMENT

B4) PAST PERFORMANCE (Past Performance is equal in value to B1,B2,&B3 combined)

B5) SMALL BUSINESS SUBCONTRACTING PLAN (applies to large business offerors only)

The subcontracting plan shall be evaluated separate and distinct from all other capability subfactors. It will be evaluated to insure the offeror has a plan that complies with the Navy's stated goals or that the offeror has provided an explanation as to why those goals cannot be met. The Contracting Officer may, pursuant to FAR 15.306, conduct exchanges of information with respect to subcontracting plan issues only and these exchanges of information shall not constitute discussions as defined in Part 15 of the FAR.

C. COST/PRICE

Price analysis, cost analysis, or cost realism analysis may be conducted on the data submitted to arrive at a realistic evaluated cost. This evaluated cost shall be used in the LOCAR rating system and the trade off analysis along with the expected value to determine the offeror who presents the best overall value to the government.

EVALUATION OF PREVIOUSLY APPROVED SINGLE PROCESS INITIATIVE (NAVSEA) (NOV 1996)

Previously approved Single Process Initiative (SPI) processes will be evaluated under the source selection criteria of the RFP. If the successful offeror has previously approved SPI processes in the proposal, those SPI processes will be incorporated into the contract upon award.

WAGE DETERMINATION NO: 94-2104 REV (16) AREA: DC,DISTRICT-WIDE

WAGE DETERMINATION NO: 94-2104 REV (16) AREA: DC,DISTRICT-WIDE

REGISTER OF WAGE DETERMINATIONS UNDER

U.S. DEPARTMENT OF LABOR

FOR OFFICIAL USE ONLY BY FEDERAL AGENCIES PARTICIPATING IN MOU WITH DOL

WASHINGTON D.C. 20210

William W.Gross
Director

Division of
Wage Determinations

Wage Determination No.: 1994-2104

Revision No.: 16

Date Of Last Revision: 09/13/2000

States: District of Columbia, [h0h2](#)Maryland, Virginia

Area: District of Columbia Statewide

[h1h3](#)Maryland Counties of Calvert, [h2h4](#)Charles, Frederick, Montgomery, Prince George's, St Mary's
Virginia Counties of Alexandria, Arlington, Fairfax, Falls Church, Fauquier, King George,
Loudoun, Prince William, Stafford

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION TITLE

MINIMUM WAGE RATE

Administrative Support and Clerical Occupations

Accounting Clerk I	10.16
Accounting Clerk II	11.88
Accounting Clerk III	14.04
Accounting Clerk IV	16.37
Court Reporter	13.68
Dispatcher, Motor Vehicle	14.33
Document Preparation Clerk	11.29
Duplicating Machine Operator	11.29
Film/Tape Librarian	13.64
General Clerk I	9.30
General Clerk II	10.92
General Clerk III	12.20
General Clerk IV	17.04
Housing Referral Assistant	17.20
Key Entry Operator I	10.40
Key Entry Operator II	11.62
Messenger (Courier)	9.30
Order Clerk I	11.65
Order Clerk II	12.88
Personnel Assistant (Employment) I	11.49
Personnel Assistant (Employment) II	12.54
Personnel Assistant (Employment) III	14.46
Personnel Assistant (Employment) IV	17.24
Production Control Clerk	16.30
Rental Clerk	14.02
Scheduler, Maintenance	14.02
Secretary I	14.02
Secretary II	15.35
Secretary III	17.21
Secretary IV	19.57
Secretary V	22.01
Service Order Dispatcher	12.50
Stenographer I	13.72
Stenographer II	15.39
Supply Technician	19.57
Survey Worker (Interviewer)	13.68
Switchboard Operator-Receptionist	10.64
Test Examiner	15.35
Test Proctor	15.35
Travel Clerk I	9.19

Travel Clerk	9.87
Travel Clerk III	10.60
Word Processor I	10.85
Word Processor II	12.47
Word Processor III	15.47
Automatic Data Processing Occupations	
Computer Data Librarian	10.56
Computer Operator I	10.59
Computer Operator II	12.48
Computer Operator III	15.13
Computer Operator IV	17.11
Computer Operator V	18.41
Computer Programmer I (1)	17.08
Computer Programmer II (1)	20.04
Computer Programmer III (1)	23.46
Computer Programmer IV (1)	27.21
Computer Systems Analyst I (1)	21.34
Computer Systems Analyst II (1)	27.62
Computer Systems Analyst III (1)	27.62
Peripheral Equipment Operator	11.87
Automotive Service Occupations	
Automotive Body Repairer, Fiberglass	19.03
Automotive Glass Installer	17.03
Automotive Worker	17.03
Electrician, Automotive	18.05
Mobile Equipment Servicer	14.94
Motor Equipment Metal Mechanic	19.03
Motor Equipment Metal Worker	17.03
Motor Vehicle Mechanic	19.11
Motor Vehicle Mechanic Helper	13.85
Motor Vehicle Upholstery Worker	16.01
Motor Vehicle Wrecker	17.03
Painter, Automotive	18.05
Radiator Repair Specialist	17.03
Tire Repairer	14.94
Transmission Repair Specialist	19.03
Food Preparation and Service Occupations	
Baker	11.87
Cook I	10.41
Cook II	11.87
Dishwasher	8.60
Food Service Worker	8.19
Meat Cutter	13.65
Waiter/Waitress	8.17
Furniture Maintenance and Repair Occupations	
Electrostatic Spray Painter	18.05
Furniture Handler	12.55
Furniture Refinisher	18.05
Furniture Refinisher Helper	13.85
Furniture Repairer, Minor	16.01
Upholsterer	18.05
General Services and Support Occupations	
Cleaner, Vehicles	8.21
Elevator Operator	8.60
Gardener	11.94
House Keeping Aid I	7.67
House Keeping Aid II	8.50
Janitor	8.47
Laborer, Grounds Maintenance	9.37
Maid or Houseman	7.61
Pest Controller	11.17
Refuse Collector	8.60
Tractor Operator	11.07
Window Cleaner	9.23
Health Occupations	
Dental Assistant	12.21
Emergency Medical Technician (EMT)/Paramedic/Ambulance	11.95

Driver	
Licensed Practical Nurse I	14.11
Licensed Practical Nurse II	15.84
Licensed Practical Nurse III	17.73
Medical Assistant	10.92
Medical Laboratory Technician	10.92
Medical Record Clerk	10.92
Medical Record Technician	13.15
Nursing Assistant I	7.53
Nursing Assistant II	8.47
Nursing Assistant III	10.85
Nursing Assistant IV	12.18
Pharmacy Technician	11.84
Phlebotomist	10.19
Registered Nurse I	18.90
Registered Nurse II	21.19
Registered Nurse II, Specialist	21.19
Registered Nurse III	25.65
Registered Nurse III, Anesthetist	25.65
Registered Nurse IV	30.74

Information and Arts Occupations

Audiovisual Librarian	18.95
Exhibits Specialist I	15.64
Exhibits Specialist II	19.56
Exhibits Specialist III	24.08
Illustrator I	15.64
Illustrator II	19.56
Illustrator III	24.08
Librarian	21.32
Library Technician	13.99
Photographer I	13.93
Photographer II	15.64
Photographer III	19.56
Photographer IV	24.08
Photographer V	6.50

Laundry, Dry Cleaning, Pressing and Related Occupations

Assembler	6.93
Counter Attendant	6.93
Dry Cleaner	8.94
Finisher, Flatwork, Machine	6.93
Presser, Hand	6.93
Presser, Machine, Drycleaning	6.93
Presser, Machine, Shirts	6.93
Presser, Machine, Wearing Apparel, Laundry	6.93
Sewing Machine Operator	9.66
Tailor	10.35
Washer, Machine	7.60

Machine Tool Operation and Repair Occupations

Machine-Tool Operator (Toolroom)	18.05
Tool and Die Maker	21.95

Material Handling and Packing Occupations

Forklift Operator	12.68
Fuel Distribution System Operator	17.62
Material Coordinator	16.10
Material Expediter	16.10
Material Handling Laborer	10.36
Order Filler	13.21
Production Line Worker (Food Processing)	11.64
Shipping Packer	12.21
Shipping/Receiving Clerk	13.09
Stock Clerk (Shelf Stocker; Store Worker II)	12.09
Store Worker I	8.61
Tools and Parts Attendant	14.77
Warehouse Specialist	13.05

Mechanics and Maintenance and Repair Occupations

Aircraft Mechanic	19.95
Aircraft Mechanic Helper	14.51
Aircraft Quality Control Inspector	21.01

Aircraft Servicer	16.78
Aircraft Worker	17.84
Appliance Mechanic	18.05
Bicycle Repairer	14.43
Cable Splicer	19.03
Carpenter, Maintenance	18.05
Carpet Layer	17.44
Electrician, Maintenance	19.20
Electronics Technician, Maintenance I	16.05
Electronics Technician, Maintenance II	20.49
Electronics Technician, Maintenance III	22.31
Fabric Worker	15.76
Fire Alarm System Mechanic	19.03
Fire Extinguisher Repairer	14.94
Fuel Distribution System Mechanic	19.03
General Maintenance Worker	16.46
Heating, Refrigeration and Air Conditioning Mechanic	19.03
Heavy Equipment Mechanic	19.03
Heavy Equipment Operator	19.31
Instrument Mechanic	19.03
Laborer	10.04
Locksmith	18.05
Machinery Maintenance Mechanic	20.51
Machinist, Maintenance	21.52
Maintenance Trades Helper	13.85
Millwright	19.03
Office Appliance Repairer	18.05
Painter, Aircraft	8.05
Painter, Maintenance	18.05
Pipefitter, Maintenance	18.39
Plumber, Maintenance	18.05
Pneudraulic Systems Mechanic	19.03
Rigger	19.03
Scale Mechanic	17.03
Sheet-Metal Worker, Maintenance	19.03
Small Engine Mechanic	20.05
Telecommunication Mechanic I	19.03
Telecommunication Mechanic II	20.05
Telephone Lineman	19.03
Welder, Combination, Maintenance	19.03
Well Driller	19.03
Woodcraft Worker	19.03
Woodworker	15.32

Miscellaneous Occupations

Animal Caretaker	8.91
Carnival Equipment Operator	11.11
Carnival Equipment Repairer	11.97
Carnival Worker	7.48
Cashier	7.75
Desk Clerk	9.78
Embalmer	19.04
Lifeguard	8.89
Mortician	21.63
Park Attendant (Aide)	11.17
Photofinishing Worker (Photo Lab Tech., Darkroom Tech)	9.03
Recreation Specialist	15.94
Recycling Worker	11.11
Sales Clerk	8.03
School Crossing Guard (Crosswalk Attendant)	8.60
Sport Official	8.89
Survey Party Chief (Chief of Party)	12.33
Surveying Aide	7.33
Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	11.21
Swimming Pool Operator	11.87
Vending Machine Attendant	9.68
Vending Machine Repairer	11.90
Vending Machine Repairer Helper	9.68

Personal Needs Occupations

Child Care Attendant	8.99
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Child Care Center Clerk	12.54
Chore Aid	7.61
Homemaker	14.35

Plant and System Operation Occupations

Boiler Tender	19.03
Sewage Plant Operator	18.05
Stationary Engineer	19.03
Ventilation Equipment Tender	13.85
Water Treatment Plant Operator	18.05

Protective Service Occupations

Alarm Monitor	12.39
Corrections Officer	17.69
Court Security Officer	18.18
Detention Officer	17.69
Firefighter	18.84
Guard I	8.80
Guard II	11.59
Police Officer	20.49

Stevedoring/Longshoremen Occupations

Blocker and Bracer	16.46
Hatch Tender	14.31
Line Handler	14.31
Stevedore I	15.47
Stevedore II	17.45

Technical Occupations

Air Traffic Control Specialist, Center (2)	26.40
Air Traffic Control Specialist, Station (2)	18.14
Air Traffic Control Specialist, Terminal (2)	20.30
Archeological Technician I	14.11
Archeological Technician II	15.78
Archeological Technician III	19.56
Cartographic Technician	22.50
Civil Engineering Technician	19.56
Computer Based Training (CBT) Specialist/ Instructor	21.34
Drafter I	11.84
Drafter II	14.82
Drafter III	16.64
Drafter IV	20.81
Engineering Technician I	13.74
Engineering Technician II	15.95
Engineering Technician III	19.17
Engineering Technician IV	21.99
Engineering Technician V	26.90
Engineering Technician VI	32.55
Environmental Technician	18.91
Flight Simulator/Instructor (Pilot)	27.76
Graphic Artist	18.56
Instructor	21.90
Laboratory Technician	15.13
Mathematical Technician	19.13
Paralegal/Legal Assistant I	14.53
Paralegal/Legal Assistant II	18.53
Paralegal/Legal Assistant III	22.67
Paralegal/Legal Assistant IV	27.43
Photooptics Technician	21.06
Technical Writer	19.90
Unexploded (UXO) Safety Escort	16.92
Unexploded (UXO) Sweep Personnel	16.92
Unexploded Ordnance (UXO) Technician I	16.92
Unexploded Ordnance (UXO) Technician II	20.47
Unexploded Ordnance (UXO) Technician III	24.53
Weather Observer, Combined Upper Air and Surface Programs (3)	15.13
Weather Observer, Senior (3)	17.62
Weather Observer, Upper Air (3)	15.13

Transportation/ Mobile Equipment Operation Occupations

Bus Driver	13.70
Parking and Lot Attendant	8.62
Shuttle Bus Driver	11.76
Taxi Driver	10.01
Truckdriver, Heavy Truck	17.52
Truckdriver, Light Truck	11.78
Truckdriver, Medium Truck	14.97
Truckdriver, Tractor-Trailer	17.52

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, severance pay, and savings and thrift plans. Minimum employer contributions costing an average of \$2.56 per hour computed on the basis of all hours worked by service employees employed on the contract.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard including working with or in close proximity to explosives and incendiary materials involved in research, testing, manufacturing, inspection, renovation, maintenance, and disposal. Such as: Screening, blending, dying, mixing, and pressing of sensitive explosives pyrotechnic compositions such as lead azide, black powder and photoflash power. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive explosives and incendiary materials. All operations involving regarding and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard. Including working with or in close proximity to explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation and, possibly adjacent employees, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or

equipment being used.

All operations involving, unloading, storage, and hauling of explosive and incendiary ordnance material other than small arms ammunition. (Distribution of raw nitroglycerine is covered under high degree hazard.)

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**** NOTES APPLYING TO THIS WAGE DETERMINATION ****

Source of Occupational Title and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Third Supplement, dated March 1997, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed

classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

**PAST PERFORMANCE QUESTIONNAIRE COVER
SHEET**
FOR SOLICITATION NUMBER N00174-01-R-0038

Name of offeror questionnaire is being
completed for:

Name of company completing questionnaire:

Name of the person and title completing
questionnaire:

Length of time your firm has been involved with the
offeror:

Type of work performed by
referenced offer:

**SUBMIT PAST PERFORMANCE QUESTIONNAIRE
TO:**

NAVSEA INDIAN HEAD, SURFACE
WARFARE CENTER DIVISION
101 Strauss Avenue, Bldg 1558
Indian Head MD 20640-5 5035
Donna M. Chaney, Contract Specialist,
Code 1142B

BY: Closing Date

PAST PERFORMANCE QUESTIONNAIRE INTERVIEW SHEET
SOLICITATION NUMBER: N00174-01-R-0038

RATING SCALE

Please use the following ratings to answer the questions. If you are unable to rate an item because it was not a requirement, never an issue, or you have no knowledge of the item in question then you should mark "N/A".

EVALUATION CRITERIA

- | | |
|--------------------|---|
| Excellent - | The offerors performance was consistently superior.
The contractual performance was accomplished with
Few minor problems for which corrective action taken
By the contractor were highly effective. |
| Good - | The offerors performance was good, better than average,
Etc., and that they would willingly do business with the
Offeror again. The contractual performance was
Accomplished with some minor problems for which
Corrective actions taken by the contractor were effective. |
| Neutral - | No record exists. |
| Poor - | The offerors performance was entirely unsatisfactory
And that they would not do business with the offeror
again under any circumstances. The contractual
performance of the element being assessed contains
problems for which the contractor corrective actions
appear to be or were ineffective. |

CUSTOMER SATISFACTION

- | | |
|--|-------------|
| 1. The referenced contractor was responsive to the
Customers needs. | E G N P N/A |
| 2. The contractors personnel were qualified
To meet the requirements. | E G N P N/A |
| 3. The contractors ability to accurately estimate
Costs. | E G N P N/A |

TIMELINESS

4. The contractors ability to ensure, to the extent of
Its responsibility, that all tasks were completed within
The requested time frame. E G N P N/A

TECHNICAL SUCCESS

5. The contractor had a clear understanding of the work
Detailed in the SOW. E G N P N/A
6. The contractors ability to complete tasks
correctly the first time. E G N P N/A
7. The contractors ability to resolve problems. E G N P N/A

QUALITY

8. The contractors quality and reliability of services delivered. E G N P N/A
9. Quality, reliability, and maintainability of hardware delivered. E G N P N/A

PLEASE PROVIDE SUBJECTIVE REPOSSES FOR THE FOLLOWING:

10. Would you recommend this contractor for similar government contracts? Please explain:

11. Have you experienced special or unique problems with the referenced contractor that we should be aware of in making our decision?

12. In summary, which of the following would you choose to describe the quality of the referenced contractors service:

Significantly better than acceptable

Slightly better than acceptable

Acceptable

Slightly less than acceptable

Entirely unacceptable

13. In summary, which of the following would you choose to describe reference contractors willingness to cooperate to resolve performance disagreements:

Highly cooperative

Cooperative

Somewhat uncooperative

Highly uncooperative

Thank you for taking the time to complete the above information.

Interviewers Name: _____, Date _____.

CONTRACT DATA REQUIREMENTS LIST										Form Approved OMB No. 0704-0188	
The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.											
A. CONTRACT LINE ITEM NO.			B. EXHIBIT A			C. CATEGORY: TDP _____ TM _____ OTHER <input checked="" type="checkbox"/>					
D. SYSTEM/ITEM Engineering Services			E. CONTRACTOR NO. N00174-01-D			F. CONTRACTOR Lot A					
1. DATA ITEM NO. A004		2. TITLE OF DATA ITEM CONTRACTOR'S PROGRES STATUS AND MANAGEMENT REPORT				3. SUBTITLE Monthly Progress Report					
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80227(Advisory) (Blk 16)				5. CONTRACT REFERENCE PER delivery order				6. REQUIRING OFFICE DSCC Code ADAA			
7. DD 250 REQ N/A		9. DIST STATEMENT REQUIRED		10. FREQUENCY MTHLY		12. DATE OF FIRST SUBMISSION SEE BLK 16		14. DISTRIBUTION			
8. APP CODE N/A		11. AS OF DATE 0		13. DATE OF SUBSEQUENT SUBMISSION SEE BLK 16		a. ADDRESSEE		b. COPIES			
								Final			
								Draft Reg Repro			
16. REMARKS											
BLK 4: The DID attached with this CDRL is advisory only. Deliverable will be in a format and/or media approved by the TPOC. Electronic media shall be used whenever practical.											
BLKS 12 & 13: First report due not later than 15 days after first full reporting month. Subsequent reports due not later than 15 working days after the last day of each calendar month.											
BLK 14a: Commander Defense Supply Center, Columbus 3990 East Broad Street Columbus, OH 43216 5000 Attn: Linda Sell, (Code DSCC-ADAA)											
IHDIV, NSWC Bldg. 303 101 Strauss Ave. Indian head, MD 20640-5035 Attn: Mr. Robert Hicks, Code 655B											
15. TOTAL 1											
G. PREPARED BY Robert Hicks			H. DATE 5/15/01			I. APPROVED BY M. Elaine Junkhous			J. DATE 2001-05-15		
DD FORM 1423-1, AUG 96 (EG) PREVIOUS EDITION MAY BE USED. Page 4 of 4 Pages											

DATA ITEM DESCRIPTION		Form Approved OMB No. 0704-0188 Exp. Date: Jun 30, 1986	
1. TITLE Contractor's Progress, Status and Management Report		2. IDENTIFICATION NUMBER DI-MGMT-80227	
3. DESCRIPTION/PURPOSE 3.1 The Contractor's Progress, Status and Management Report indicates the progress of work and the status of the program and of the assigned tasks, reports costs, and informs of existing or potential problem areas.			
4. APPROVAL DATE (YYMMDD) 860905	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR) N/SPAWAR	6a. DTIC REQUIRED	6b. GIDEP REQUIRED
7. APPLICATION/INTERRELATIONSHIP 7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement for this data included in the contract. 7.2 This DID may be applied in any contract and during any program phase. 7.3 This DID supersedes DI-A-2090A, DI-A-3025A, UDI-A-22050B, UDI-A-22052A, UDI-A-23960, DI-A-30024, and DI-A-30606. (cont. on page 2)			
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS	9b. AMSC NUMBER N3947
10. PREPARATION INSTRUCTIONS 10.1 <u>Contract</u> - This data item is generated by the contract which contains a specific and discrete work task to develop this data product. 10.2 <u>Format</u> - This report shall be typewritten on standard size (e.g. 8 1/2" by 11") white paper, and securely stapled. Pages shall be sequentially numbered. All attachments shall be identified and referenced in the text of the report. The report shall be prepared in the contractor's format and shall be legible and suitable for reproduction. 10.3 <u>Content</u> - The report shall include: a. A front cover sheet which includes the contractor's name and address, the contract number, the nomenclature of the system or program, the date of the report, the period covered by the report, the title of the report, either the serial number of the report or the Contract Data Requirements List (CDRL) sequence number, the security classification, and the name of the issuing Government activity; b. Description of the progress made against milestones during the reporting period; c. Results, positive or negative, obtained related to previously-identified problem areas, with conclusions and recommendations; d. Any significant changes to the contractor's organization or method of operation, to the project management network, or to the milestone chart; e. Problem areas affecting technical or scheduling elements, with background and any recommendations for solutions beyond the scope of the contract; f. Problem areas affecting cost elements, with background and any recommendations for solutions beyond the scope of the contract; g. Cost curves showing actual and projected conditions throughout the contract; h. Any cost incurred for the reporting period and total contractual expenditures as of reporting date; i. Person-hours expended for the reporting period and cumulatively for the contract; j. Any trips and significant results; (cont. on page 2)			

7. APPLICATION/INTERRELATIONSHIP (Cont'd)

7.4 Paragraphs 10.3.f, 10.3.g, and 10.3.h herein should be tailored on DD Form 1423 when such cost data is already submitted through a sophisticated cost reporting system under the contract.

10. PREPARATION INSTRUCTIONS (Cont'd)

- k. Record of all significant telephone calls and any commitments made by telephone;
- l. Summary of Engineering Change Proposal (ECP) status, including identification of proposed ECPs, approved ECPs, and implemented ECPs;
- m. Contract schedule status;
- n. Plans for activities during the following reporting period;
- o. Name and telephone number of preparer of the report;
- p. Appendixes for any necessary tables, references, photographs, illustrations, and charts.

**BIDDERS LIST FOR
SOLICITATION N00174-01-R-0038**

1. Corporate Presentation Services
Attn: Bradley N. Orme
5655 General Washington Drive Suite D
Alexandria VA 22312
2. Adroit Systems Inc.
Attn: Michael S. Fagan
209 Madison Street Suite 500
Alexandria VA 22314
3. High Technology Solutions, Inc.
Attn: Jeff Bringslid
403 Park Dr.
Warner Robins, GA 31088
4. Survice engineering Company
1003 Old Philadelphia Road Suite 103
Aberdeen, Maryland 21001
5. VSE Corporation
Attn: James Koontz
2550 Huntington Avenue
Alexandria VA 22303-1499
6. Fulcrum Corporation
Attn: Vijay Kohli
9990 Lee Highway Suite 300
Fairfax VA 22030
7. BRTRC Inc.
Attn: Roger Rogowski
8260 Willow Oaks Corporate Drive Suite 800
Fairfax, VA 22031
8. Camber Corp.
Attn: Ken Carlton
22289 Exploration Dr. Suite 305
Lexington Park, MD 20653
9. CAM Systems Inc.
Attn: Kathy McCarthy
22300 Exploration Drive, Suite 100A
Lexington Park MD
10. Frontline Systems Inc.
Attn: Thomas A. Casias
8610 Broadway Suite 280
San Antonio TX 78217

11. BRTRC Technology Research Corporation
Attn: Graig O. Scott
306 Garrisonville Rd. Suite 302
Safford VA 22554

12. Integic Corporation
Attn: Nan Weitzman
3675 Concorde Parkway Suite 1500

13. Citadel Consulting Inc.
Attn: Mr. Wilner De Daye
154 West Schubert Avenue
Glendale Heights, Illinois 60139-2477

14. VSE Corporation
Attn: Monique Brooks
2550 Huntington Avenue
Alexandria, VA 22303

15. Tecolote Research Inc.
Attn: William Humphrey
1745 Jefferson Davis Hwy
Crystal Square 4, Suite 600
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16. Management Support Technology Inc.
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9990 Lee Highway Suite 300
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17. Crown Consulting Inc.
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1133 21st Street NW Suite 300
Washington DC 20036

18. LSA Inc.
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1215 Jefferson Davis Hwy Suite 1300
Arlington VA 22202

19. Applied Ordnance Technology Inc.
Attn: Wendy Hornbaker
103 Paul Mellon Court Suite A
Waldorf MD 20602

20. Setty & Associates, Ltd.
Attn: Alexandria Antal
10340 Democracy Lane, Suite 304
Fairfax VA 22030

21. X Technologies Inc.
Attn: Ian Normandin
8610 Broadway Suite 285
San Antonio TX 78217

22. Dynamic Service Inc.
Attn: Jerry R. Miller
3008 Victorias Way
Forest Hill, MD 21050

23. Management Engineering Associates
Attn: Bill Ward
3709 NW 16th Avenue
Camas, WA 98607

24. Sverdrup Technology Inc.
Attn: Mark Berntsen
44427 Airport Road Suite 110
California MD 20619

25. NTI, Inc.
Attn: Mark S. Crabtree
410 Linden Avenue, Suite 235
Dayton OH 45432

26. Oracle Corporation
Attn: Lynn Yarosh
1910 Oracle Way, suite 5133
Reston VA 20191

27. BAE Systems
Attn: Melissa L. Hobbs

28. Total Solutions Inc.
Attn: Elaine Jordan
123 Hartington Drive
Madison AL 35758

29. Research Planning, Inc.
Attn: Susan Ordakwski
6400 Arlington Blvd., #1100
Falls Church, VA 22042

30. Southeastern Computer Consultants, Inc.
Attn: Richard A. Wagner
3 Hillcrest Drive, Suite A-201
Frederick MD 21703

31. Advanced Technology and Research Corporation
Attn: Shirley Kemp
15210 Dino Drive
Burtonsville MD 20866

32. Mnemonics Inc.
Attn: Linda J. Asher
6304 Potomac Avenue Suite 302
Alexandria VA 22307

33. Bulova Technologies L.L.C.
Attn: Martin J. Buckley
101 N. Queen Street
Lancaster PA 17603

34. Quadelta, Inc.
Attn: Michael A. Schall
85 S Bragg St. #302
Alexandria VA 22312-2793

35. Veridian Engineering Inc.
Attn: Michelle Cheseldine
22309 Exploration Drive
Lexington Park, MD 20653

36. Data Industries, LTD
Attn: Teresa Clark
490 L'Enfant Plaza East, SE suite
Washington DC 20024

37. Sap Public Services, Inc.
Attn: Michael Carucci
1300 Pennsylvania Ave., N>W>
Suite 500
Washington DC 20004

38. SASI
Attn: Daniel V. Berkton
716 Church St.
Alexandria VA

39. ROH Inc.
Attn: Dave Stevenson
2611 Jefferson Davis Hwy
Suite 700
Arlington VA 22202

40. John J. McMullen Associates, Inc.
Attn: Marcia Vreeland
4300 King Street, Suite 400
Alexandria VA 22554

41. Strategic Resources, Inc.
Attn: Danielle Muhammad
7700 Leesburg Pike Suite 108
Falls Church VA 22043

42. CAE Electronics Inc.
750 Miller Drive SE
Leesburg VA 20175

43. Premier Technology Group Inc.
Attn: Barry Oxford
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Springfield VA 22150

44. General Dynamics Armament Sysytem

Attn: Claude R. Baldwin Jr.

1213 Jefferson Davis Highway

Arlington VA 22202

45. Digital System Resources Inc.

Attn: Joseph . Funaro

6965 University Blvd.

Winter Park, FL 32792

46. ROH Incorporated

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2611 Jefferson Davis Hwy., Suite 700

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47. Columbia Research Corporation

Attn: Kathy Ramirez

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48. CACI, Inc.

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Chantilly VA 20151

49. Tri Star Engineering, Inc.

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Bedford IN 47421